

**LITTLE SHEPHERDS PRESCHOOL
TUITION AGREEMENT School Year 2010-2011**

To enroll and hold a place for _____
(First name) (Middle Name) (Last Name)
in Little Shepherds PreSchool for the above mentioned school year we agree to the following:

1. **To enroll our child we agree to pay the NON-REFUNDABLE registration/supply fee of \$130.00**
2. **We agree that our child meets age criteria for class chosen.**
PreK (age 5 by December 2010) & Kindergarten Enrichment – age 5-6 or participating in a Kindergarten program.
3. **Monthly tuition is due by the 1st of each month.** We agree to pay 9 monthly tuitions beginning August 1, 2010 through April 1, 2011. We agree to pay the late fee charge of \$10.00 after the 10th of each month.
4. **Checks returned non-sufficient funds from the bank.** We agree to pay a \$10.00 charge for all checks returned by the bank; checks returned non-sufficient funds from the bank will only be resubmitted one time. If the check is rejected again, then the tuition will need to be paid for with cash.
5. **We understand that Dismissal is: AM session 11:45 / PM session 3:15**
We understand by 11:50 or 3:20 if we have not notified the preschool 209-4554, we agree to pay a \$15.00 late dismissal fee charge for each incident.
6. **Payments** can be mailed to the preschool or deposited in the preschool office mailbox.
Make checks payable to: PRINCE OF PEACE LUTHERAN CHURCH
5475 Brand Road, Dublin, OH 43017
CASH PAYMENTS must be made in the church office.
ATM direct payment arrangements can be made through the church office, 766-6377.

We understand that for ease of payment and collection, our monthly fees are evenly divided between months of operation, which are September to May. Full tuition for each month is required regardless of holidays, vacations, illness, school emergency closings, or withdrawal. * (see sections 7 &8)
7. ***WITHDRAWAL – School Initiated** – We understand that the school reserves the right in extreme circumstances to terminate enrollment of any child, if in the opinion of the staff, continued attendance would not be in the best interest of either the child or the school. Secondly, if payments are not maintained current; and thirdly, if required forms are not provided for child.
8. ***WITHDRAWAL – Parent Initiated** – We agree to notify the preschool or church office by July 1, 2010 if our child is not going to attend for this school year. We agree to notify the preschool or church office, as soon as possible, if our child will not be completing the school year. We agree to pay the month's tuition regardless of number of days in attendance.

Parent Signature _____ Date _____

PLEASE KEEP ONE COPY OF THIS AGREEMENT FOR YOUR RECORDS

