Faith Lutheran Church and Preschool Tuition Agreement

TUITION PAYMENTS: Due the first of each month and considered "late" after the tenth of the month. Late payments will accrue a $30 late fee. Payments are processed through Automatic Withdrawal and or the "Vanco Mobile" App through your bank account. Credit Card payments can only be processed through the main office, not the app and will be subject to a 4% transaction fee.

RATE CHANGES: Written notice of any rate change will be given at least 30 days prior to the change

WITHDRAWAL: Parents wishing to withdraw their child(ren) must give the preschool two weeks written notice and are responsible for tuition payments due based on withdrawal notice.

REFUND POLICY: Partial refund of tuition for early withdrawal (within a given month) will be made if two weeks written notice has been provided.

GLOBAL PANDEMIC: If the Preschool is required to close due to a Public Health crisis as ordered by Sacramento County Health Department and the California Department of Health there will be no refund or make up of days missed. Concurrent months of closure will require no payment to the Preschool. Donations during that time will be accepted.

CONDITIONS FOR TERMINATION OF THE AGREEMENT

- Unpaid tuition if not paid by the 15th of the month and no prior arrangements have been agreed upon.
- Behaviors not remedied through parent/staff interaction, a behavioral support plan for child and parent or outside intervention from Professionals.
- When behavior cannot be remedied, as a courtesy a two-weeks written notice may be provided if the current situation allows staff to continue within ratio, the safe care and supervision of all the children in attendance.

RIGHTS OF THE LICENSING AGENCY: The preschool is licensed by the California Department of Social Services (DSS) and is subject to unannounced inspection by that Agency. The DSS has the authority to interview children and staff, and to inspect and audit child and preschool records without prior consent. DSS also has the authority to inspect the physical condition of the children, including conditions that could indicate abuse, neglect, or inappropriate placement.

I herby agree to comply with the guidelines and regulations of Faith Lutheran Preschool & Childcare regarding fees, attendance, health, clothing and other items specified in the Parent Handbook issued by the school. I agree with the monthly tuition listed on my enrollment contract.

Signed: _____ Date: _____
(Mother or legal guardian)

Signed: _____ Date: _____
(Father or legal guardian)

Signed: _____ Date: _____
(Preschool Director)