

Financial Agreement - Effective 1-31-2022



Name of Person Responsible for Tuition Payment: _____

Relationship to the child: _____ Child's Name: _____

Tuition Overview

Tuition is due on **Monday** of each week (or Tuesday following a holiday). Children's Classic accepts cash, ach payments, and credit cards only. ACH Payments and credit card payments are required to be set up on an auto bill system.

School Closures: Labor Day, Thanksgiving, the day following Thanksgiving, Christmas Eve through New Year's Day, Martin Luther King Day, President's Day, Memorial Day, 4th of July, 24th of July and Teach Professional Development Day in August of each year.

Inclement Weather/Natural Disasters/Pandemics: Due to unseen circumstances our center may experience a delayed opening or an early closure for extreme winter weather or for safety reasons. There are no tuition credits for these emergency days.

Enrollment Fees

Registration Fee for All NEW Enrollments

A **\$50.00**, non-refundable, registration fee is required by **NEW Students**. This fee includes a subscription to our Children's Classic Parent Engagement App. The registration fee must be paid for a child to be placed on our wait list. If we cannot accommodate your child within 3 months from the date this fee is paid, you may opt to have your registration fee refunded.

Yearly Supply Fee for CURRENTLY Enrolled Students

A **\$50.00** (non-refundable) yearly supply fee is required by students currently enrolled. This fee includes supplies throughout the year, as well as the yearly subscription to our Children's Classic Parent Engagement App. The supply fee will be billed to your account during late summer to secure your child's spot for fall.

FULL DAY PROGRAMS

Includes Breakfast, Lunch and Snack and up to 9 1/2 hours of care per day.

Infant Care, Toddler Care, 2 Year Old Care, Full Day Preschool, Full day Pre-Kindergarten, Full Day Kindergarten & School Age: Before and After School Care and Summer Camp.

PART DAY PROGRAMS

Includes breakfast and/or lunch depending upon class and 3 hours of morning preschool

Financial Terms and Agreements

Billing Policy & Late Fee

Each Monday or the Tuesday following a Monday holiday our computer will bill your account for your child's scheduled days. If payment is not received by closing on Monday, the computer will add a **late fee of \$25.00 per child**. No exceptions for vacations, illness, or part-time scheduled students--the Monday deadline will still apply.

After 5:45 p.m.

We close at 5:45. If your child should stay later than 5:45, a late fee of **\$5.00 per minute** per child will be charged to your account.

Absences & Days Closed

The full tuition, either weekly or monthly, is due and payable regardless of absences, days Children's Classic is closed, number of weeks in the month, emergency closures or illness.

Call in Policy for Arriving Late

If your child will be arriving to school later than 10:00 a.m., then a phone call to the office or a message on the Parent Engagement App is **REQUIRED** by 10:00 a.m. **A \$10.00 fee will be charged if your child arrives after 10:00 and no phone call or message was given.**

After 9 ½ Hours of Care

If your child needs to stay longer than 9 ½ hours a day, then a flat hour rate of **\$5.00 for each additional hour** will be charged to your account in addition to the daily charge after the 9 ½ hour mark.

Credit Card Processing Fee

Beginning Jan 3, 2022, a 2% processing fee will be charged for using credit/debit cards to pay tuition. This fee is subject to change. (ACH debits are free)

Non-sufficient Funds for ACH Payments

If your ACH payment is returned due to non-sufficient funds you will be charged a **\$10.00 Fee**. This return of funds means that your child's tuition was not paid on the Monday deadline and therefore, the **late fee of \$25.00** will be added. After 2 non-sufficient funds, ACH payments will not be accepted, and a credit card or cash will be required to pay tuition.

State Requirement

It is required by the State of Utah, Child Nutrition Program, that all children are clocked in and out by their Parent/Legal Guardian, or person designated by the Parent /Legal Guardian. PLEASE-clock your child in the computer every day! **A \$5.00 fee** will be added to your account if your child is not clocked in or out of the computer.

Care for Days Not Scheduled

If your child needs care on days other than your scheduled days, you must call first. Depending on the teacher-child ratio we may not be able to let your child come for that day. All extra days will be billed at the less than 5 days a week rate.

Child Care Assistance Co-Pay Policy

Child Care Assistance Co-pays are paid first, and any balance or credits are between Children's Classic and Workforce Services. Parents are responsible for co-pays and any additional fees that may occur. Any co-pays or other expenses up to \$200.00 that are not covered by government assistance are due by the 10th of the month or the Monday following, if the 10th falls on the weekend. After the 10th late fees will apply. If your co-pay is more than \$200.00 the remaining balance will be due on the 20th and late fees will apply after the 20th.

Termination Policy

We require a **14-day written notice** if your child should terminate from our school. If a 14-day written notice is not given, two full weeks of tuition will be charged. You may re-enroll your child after he/she has been out of our center for 4 or more weeks. If your child re-enrolls before 4 weeks, he/she will not be considered terminated and additional charges for days absent will still apply. **A 30-day notice is required for the month May and August.** If a 30-day notice is not given in those two months, then tuition will be charged to your account.

Past Due & Delinquent Accounts

All tuition should be paid in advance or on Monday of the current week. If your account is not paid in full by Friday, Children's Classic has the right to refuse services until account balance becomes current. When your account is more than 14 days past due, a **\$50.00 fee will be charged.**

If your account goes to COLLECTION, then a **collection fee - 33% of the balance due** will be added to your account. *I agree to pay all attorney fees, court costs, filing fees, including charges or processing fees that may be assessed to me by any collection agency retained to pursue this matter.*