

# COUNTRY DAY SCHOOL 2016-2017 ENROLLMENT AGREEMENT

Student's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

## Requested Placement (please select one)

### Montessori School

Age 1 thru Pre-Kindergarten - circle one:  Full Day or  Half Day

Kindergarten  1<sup>st</sup> Grade  2<sup>nd</sup> Grade  3<sup>rd</sup> Grade

### World School

4<sup>th</sup> Grade  5<sup>th</sup> Grade  6<sup>th</sup> Grade  7<sup>th</sup> Grade  8<sup>th</sup> Grade

## Requested Tuition Payment Schedule (please select one)

One Payment

Two Payments

Twelve Payments

## Early Withdrawal

If early withdrawal or dismissal is unavoidable, tuition liabilities will be pro-rated as follows:

- For withdrawals prior to July 1<sup>st</sup>, *only the reservation fee is forfeited.*
- For withdrawals from July 1<sup>st</sup> through December 1<sup>st</sup>, *the student's family will be responsible for 50% of the tuition (based on the selected payment schedule).*
- For withdrawals after December 1<sup>st</sup>, *the student's family will be responsible for the full year's tuition (based on the selected payment schedule).*

## Financial Policies

Tuition and fee payments are due on the first day of the month corresponding to the selected tuition payment option. Any payment not received by July 1<sup>st</sup> will result in the forfeiture of the student's placement. Subsequent late payments will be subject to a late fee as of the 5th day of the month. The late fee amount will equal the greater of \$30.00 or 10% of the outstanding account balance. If an account becomes 60 days past due, the parents may be required to withdraw their child from the school. Parents will be liable for all fees involved with collecting the outstanding debt. *Country Day School* reserves the right to withhold report cards/grades and transcripts. Parents will be liable for tuition calculated by the early withdrawal policy above. The reservation fee is non-refundable. Tuition is payable with cash, check or credit/debit card.

## Responsible Party Acknowledgement

I have read the TUITION SCHEDULE and FINANCIAL POLICIES and fully understand my obligations to COUNTRY DAY SCHOOL. Signatures from both parents/guardians are required.

This agreement must be accompanied by a **non-refundable Reservation Fee of \$750** to secure enrollment.

### Parent /Legal Guardian

Print name \_\_\_\_\_ Signature \_\_\_\_\_

Home address \_\_\_\_\_

E-mail address for billing & communication \_\_\_\_\_ Date \_\_\_\_\_

### Parent /Legal Guardian

Print name \_\_\_\_\_ Signature \_\_\_\_\_

Home address \_\_\_\_\_

E-mail address for billing & communication \_\_\_\_\_ Date \_\_\_\_\_