



Chesterfield Community Preschool
Enrollment Agreement
2019/2020 Academic School Year

I/we hereby enroll the following student(s) (“student”) in Chesterfield Community Preschool (the “school”):

Student’s Name:	Age/DOB:	Schedule:	Tuition:	Deposit:
1. _____	_____	M-F / Tu-Th F/H	\$ _____	\$ _____
2. _____	_____	M-F / Tu-Th F/H	\$ _____	\$ _____

As parent(s) and/or legal guardian(s) of the student(s), I/we understand that I/we am/are subject to the Terms and Conditions of this Enrollment Agreement and the general statements, rules, regulations, conditions and financial terms set forth in the School’s Parent Handbook, which is incorporated and made part of this Enrollment Agreement by reference. The undersigned parent(s) and/or legal guardian(s) acknowledge receipt of the School’s Parent Handbook and understand that the general statements, rules, regulations, conditions and financial terms set forth therein apply to this Enrollment Agreement.

Terms and Conditions

As parent(s) and/or legal guardian(s) of the student(s), I/we agree to the following:

- Inasmuch as enrollment is made for the entire year and is budgeted accordingly, the School is entitled to rely upon the agreements and commitments set forth herein, unless this Enrollment Agreement is cancelled. All charges and fees outlined in this Enrollment Agreement are due and payable in full in accordance with the terms of this Enrollment Agreement, notwithstanding the absence, withdrawal or dismissal of the Student(s) for any reason, excepting those situations where the School determines it cannot meet the needs of the Student(s) or the family is required to move out of the St. Louis metropolitan area. In the event of a withdrawal due to employment relocation, a pro-rated refund will be issued, based on the date of withdrawal. Other than that, the full tuition obligation is fixed at the time this Enrollment Agreement is accepted by the School. This agreement is for a twelve (12) month period unless the student is moving into Kindergarten.

- It is the practice of Chesterfield Community Preschool to use photographs and quotations of students involved in School activities in its publications and other selected media for the purpose of promoting the School and its programs. Unless specified below, the enrollment of the child and execution of this Enrollment Agreement constitute permission of the parents(s) and/or legal guardian(s) to use such material. The School is not responsible for third part use of digital photographic material that is copied or used without the School’s permission.
 - _____ The school MAY use my child’s photographs and/or quotations.
 - _____ The school MAY NOT use my child’s photographs and/or quotations.

- I/we agree to pay all of the applicable fees and charges set forth in this Enrollment Agreement. I/we will pay tuition and fees as follows:
 - _____ **Annual:** To be paid immediately upon execution of this Enrollment Agreement. (10% tuition discount)
 - _____ **Semi-Annual:** Fifty percent (50%) of annual tuition to be paid immediately upon execution of this Enrollment Agreement with the remaining fifty percent (50%) due no later than February 5, 2020. (10% tuition discount)
 - _____ **Monthly:** To be paid in equal installments on or before the 1st of each month for the entirety of this Enrollment Agreement. (One month tuition deposit required).

- The signed Enrollment Agreement and the total deposit identified above should be returned to the School at your earliest convenience. The deposit is non-refundable.

- The School will not guarantee class placement until an Enrollment Agreement and deposit have been received by the School.

- In the event any payment is returned to the School due to insufficient funds or invalid credit card, a \$30 fee plus applicable late fees will be added to the account balance. Monthly payments that are more than five (5) days past due are subject to a \$25 monthly finance charge.
- Student accounts must be current before reenrollment will be accepted, financial aid reviewed, or transcripts released.
- The student(s) will not be allowed to attend class unless this Enrollment Agreement has been executed and delivered to the School, and all required fees and tuition payments currently due have been paid and accepted by the School.
- The School may, at its sole and absolute discretion, report payment history to local and national credit bureaus.
- Failure to comply with the Terms and Conditions of this Enrollment Agreement including, but not limited to failing to make the payments herein when due, will constitute a default and result in the imposition of penalties, fees and surcharges in addition to any and all other remedies available to the School. Further, the parent(s) and/or legal guardian(s) agree that they will pay, in addition to all other amounts otherwise due hereunder, any and all costs and expenses (including reasonable attorney's fees and expenses) incurred by the School in connection with the collection of amounts past due.
- The School reserves the right to remove a Student at any time, if in the sole judgment of the Director of School, that the Student's industry, progress, conduct, or influence on or off campus, or the behavior of his/her parent(s) and/or legal guardian(s) is no in keep with the School's accepted standards or is contrary to the best interests of the School. In addition, the School reserves the right to dismiss a Student for the following (list is not exhaustive): (1) failure to pay tuition and fees when due; (2) health or medical reasons as described in the Health Policy set forth in the Parent-Student handbook; and (3) a learning or behavior issue that the School believes prevents the Student from benefiting from its programs. The parent(s) and/or legal guardian(s) agree that it is important for the Director of School to be able to exercise that judgment in order to protect the reputation of Chesterfield Community Preschool and to preserve and foster the mission and vision of the School. There will be no refund for tuition or fees where such forced withdrawal occurs and any unpaid balance is payable in full in accordance with the payment schedule.
- If information developed or considered after the Enrollment Agreement date but prior to commencement of the School year suggests, in the sole judgement of the Director of School, the inappropriateness of attendance in the School for the student(s) concerned, the School may withdraw an offer of enrollment or reenrollment and void the executed Enrollment Agreement. In such a case, the liability of the School is limited to the refund of monies on deposit in the account in excess of any outstanding balance due for prior year(s).
- Although Chesterfield Community Preschool expects to operate its facilities during the term of this Enrollment Agreement, it is possible that catastrophic future events and/or licensing and ordinances may necessitate a cessation of all or part of the School's operations. In the event that the School's operations are disrupted the School shall be entitled, in its sole discretion, to suspend a portion of the parties' dues, obligations and performance under this Enrollment Agreement immediately and without notice. The parties' duties, obligations and performance under this Enrollment Agreement shall recommence at such time as the School, in its sole discretion, determines.
- In the event of a change in enrollment, this Enrollment Agreement supersedes all agreements previously executed for above referenced academic year.

Please note: This Enrollment Agreement must be signed and dated by a parent and/or legal guardian of the Student, as applicable, and will become binding only when countersigned by and authorized representative of the School.

I/we have read this Enrollment Agreement and understand the content and obligations contained herein and agree to them.

Parent/Guardian Printed Name	x _____ Parent/Guardian Signature	Date
Parent/Guardian Printed Name	x _____ Parent/Guardian Signature	Date
Accepted by: Printed Name	x _____ Accepted By: Signature	Date