

Northside Child Care and Academy for Early Learning

333 Jeremiah Boulevard

Charlotte, NC 28262

704-598-9665

2010-11 FINANCIAL CONTRACT

Financially Responsible Parent/Guardian Information (please print):

Parent 1 _____ Phone: (____) ____ - ____
(Title) (First) (Middle Initial) (Last)

Parent 1 Email Address: _____ Church: _____

Parent 2 _____ Phone: (____) ____ - ____
(Title) (First) (Middle Initial) (Last)

Parent 2 Email Address: _____ Church: _____

Address: _____
(St. Address or P.O. Box) (City) (State) (Zip Code)

(Parent 2 Address if different):

(St. Address or P.O. Box) (City) (State) (Zip Code)

Student Enrollment/Re-Enrollment (Infants – Transitional Kindergarten) Information (please print):

List Students Enrolling or Re-enrolling Names & Date of Birth Below:

Child 1 _____ Child 2 _____
Name Date of Birth Name Date of Birth

Child 3 _____ Child 4 _____
Name Date of Birth Name Date of Birth

I have read, understand, and agree to comply with Northside Child Care and Academy for Early Learning's Tuition Rates, Fees & Financial Policy contained on the reverse side of this contract. I understand that my financial responsibility is one of the key factors in maintaining a quality Christian environment for my child/children, and that my cooperation enables Northside Child Care and Academy for Early Learning to maintain a positive Christian testimony by having necessary funds to meet its financial obligations in a timely manner. I understand that Northside Child Care and Academy for Early Learning hires teachers and budgets for school related services based on projected enrollment, and that space is reserved for my child/children when the enrollment or re-enrollment process is completed.

Parent or Guardian

Date

Parent or Guardian

Date

Returning students – completed and signed Family Covenant, Tuition Payment Contract, Registration & Resource Fee payment to Northside Academy for Early Learning's Tuition Office is required during January 2010 re-enrollment period.

New students - completed and signed Family Covenant, New Student Application, Tuition Payment Contract, Registration & Resource Fee payment is required to begin enrollment process for 2010-11.

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2010-11 RATES, FEES & FINANCIAL POLICY

Effective June 1, 2010 - May 31, 2011

<u>CLASS</u>	<u>ANNUAL REGISTRATION FEE</u>	<u>ANNUAL RESOURCE FEE</u>	<u>(Prepaid 1st & 15th) SEMI-MONTHLY TUITION</u>	<u>(Prepaid 1st) MONTHLY TUITION</u>
Infants – 1 Yr. Old Class	\$100	\$50	\$446	\$892
2 Yr. Old Class	\$100	\$50	\$435	\$870
3 – 4's Kindergarten	\$100	\$50	\$405	\$810

REGISTRATION/RESOURCE FEE: Annual registration and resource fee covers attendance from June 1, 2010 through May 31, 2011. Non-refundable registration and resource fees are required prior to enrollment for new students and annually at re-enrollment for returning students. The non-refundable resource fee covers, but is not limited to, classroom supplies, curriculum, RenWeb access, student use of school library and computers.

TUITION PAYMENTS: New student's first semi-monthly payment is pro-rated if student does not begin on the 1st or 15th day of the month, and is due prior to first day attending. Semi-monthly tuition is due in advance on the 1st and 15th of each month. Parents may access their family's account balance via a link to RenWeb, Northside's school management software provider on the school's website www.ncaknights.com or by connecting directly to RenWeb at www.renweb.com. Parents may make payments using Visa, MasterCard, or Discover credit or debit cards at the AEL Reception Desk between 6:30 a.m. and 6:00 p.m., Monday through Friday. Checks and money orders should be made payable to Northside Academy for Early Learning or Northside AEL with student(s) names and grade listed in the memo section. Checks and money orders should be mailed or placed in the drop box on the Business Office door. Never place cash in the drop box. Returned payments incur a \$29 NSF fee.

SIBLING DISCOUNT: A \$12.50 semi-monthly (\$25 a month) sibling discount is awarded to Academy for Early Learning children whose family has two or more AEL children attending (Infants through Transitional Kindergarten).

LATE PAYMENTS: Semi-monthly tuition not paid by the due date will incur a \$10 (per child) late fee. Delinquent tuition may result in financial dismissal.

LATE PICK-UPS: We close promptly at 6:00 P.M. The late pick-up fee is \$15 per child for every 15 minutes thereafter.

RETURNED CHECKS: The fee for a returned check is \$29.

OFFICE HOURS: 7:45 A.M. until 3:45 P.M., Monday through Friday.

HOLIDAYS/CLOSINGS: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving (2 days), Christmas week, and rarely for inclement weather.

VACATIONS & ABSENCES: Semi-monthly rates were established by multiplying a weekly rate (\$214; \$209; \$194.50) by 50 weeks instead of 52, divided by 24, and rounding to the nearest whole dollar. Therefore, tuition is the same every month, whether you take a vacation or when we are closed Christmas week. No additional tuition is due for months with five weeks instead of four. Tuition is not adjusted for absences, vacations, holidays, illness, or the rare occasion when we must close early or for the entire day for inclement weather.

PRE-ENROLLMENT FINANCIAL OBLIGATION: If a student's designated start date is 30 or more days from the date the registration and resource fee is paid, after space is held for 30 days, parents are financially obligated for one semi-monthly payment should they decide not to enroll, regardless of whether or not written withdrawal is submitted. Pre-Enrollment requires a firm start date (except for unborn infants) and delays beyond the return date incur a \$100 per week charge (maximum of two weeks delay) to continue holding the space. Requests to delay start beyond two weeks of designated start date are not permitted. If space is available, and the family wishes to enroll again later, registration and resource fees must be paid again.

WITHDRAWALS: For withdrawals during the year, parents must provide written notice to the Business Office a minimum of 10 business days prior to student's withdrawal date. If 10 days written notice is not provided to the Business Office, payment of a withdrawal penalty equal to one semi-monthly charge per withdrawing student is required. Refunds and adjustments will be made if applicable, but unpaid accounts are subject to unfavorable reports to credit reporting agencies. Monthly tuition will be adjusted for withdrawals; refunds, if applicable, will be mailed within two weeks of withdrawal. See above for financial obligation for pre-enrolled students who withdraw.

If space permits, temporary withdrawals will be considered for a minimum six consecutive weeks' absence. Tuition is not waived for temporary student withdrawals less than six weeks. Temporary withdrawals require a firm return date and delays beyond the return date incur a \$100 per week charge (maximum of two weeks delay) to continue holding the space. Requests to delay start beyond two weeks of designated start date are not permitted. If space is available, and the family wishes to enroll again later, registration and resource fees must be paid again. Also, only one temporary withdrawal is permitted during a billing year (June 1st through May 31st) without paying additional registration and resource fees.

TAX REPORTING/RECEIPTS: Please use your on-line statements through ParentsWeb or cancelled checks for tax reporting. Our TAX I.D. NO. is 56-0787452.

GOVERNMENT SUBSIDIES & FINANCIAL AID: We do not accept tuition assistance from any government agency. We do not offer financial aid or discounts other than the published discount for siblings (Infants – Transitional Kindergarten) of multiple child families.