

Tuition Agreement

Child's/Children's

Name(s): _____

Tuition Payment Policy:

Tuition is due on Friday by 9:00am, for the following week's care. You are required to pay tuition even if your child is absent. Full tuition is collected regardless of absences due to illness or vacations.

A \$25 late fee will be assessed in cash to all payments made Friday after 11:00am. Families can make arrangements with director ahead of time to bring cash that same day by 4:00pm to avoid a late fee.

Returned Check Policy:

I understand that if my check is returned, I must pay a \$25.00 Returned Check Fee in cash to ECK.

I understand the school has the right to request cash only payments due to one or more returned checks.

Late Child Pick-Up Policy:

The school closes at 5:00 p.m. Monday through Thursday and 4:00 p.m. on Fridays.

If you find that you will be later than the closing, please call the director as soon as possible. There is a \$1.00 per minute fee, paid in cash, after a five minute grace period.

The fee for late pick up must be made before the next time you drop off your child at the school.

Withdrawal Policy:

I also understand that I am required to give two weeks' notice should I choose to withdraw my child. If less than two weeks' notice is given, I will still be required to pay the full tuition for two weeks.

I understand that ECK does not give refunds or partial refunds for any reason. I may use my two-weeks or forfeit my deposit. ECK may give a credit for a future date (up to one year) if space is available for my child's age category. I will be responsible for paying a new insurance fee if mine has expired. Insurance fee is renewed each September.

I have read, understood and agree to the tuition policies explained above.

Parent/Guardian Signature_____Date_____

Parent/Guardian Signature_____Date_____