

# Camelot School



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## Tuition Payment Agreement 2009 – 2010 School Year

The monthly tuition for the 2009-2010 school year, which commences on September 1, 2009 and ends on August 31, 2010, is as follows:

	<b>Full Day:</b>	<b>Half-Day with Lunch:</b>	<b>Half-Day without Lunch:</b>
<b>5 Days</b>	1000.00	701.00	635.00
<b>4 Days</b>	920.00	636.00	588.00
<b>3 Days</b>	720.00	504.00	468.00

Half Days are either morning or afternoon session. Pickup for the morning session without lunch is by 11:30am for children in the 3-year-old group and by 12:00pm for children in the 4-year-old group. Pickup for the morning session with lunch is immediately after your child's scheduled lunchtime. Drop off for the afternoon session is not to be before 2:00pm (see below under *Attendance and Pickup Times* for more detail).

### Extra Days and Time will be billed as follows:

\$65.00 Per Day

\$45.00 Per Half-Day with Lunch

\$41.00 Per Half-Day without Lunch

\$ 10.00 Extra Lunch (This also includes the extra time for lunch)

## TUITION

- In principle, we base the tuition upon the fact that we have made Camelot School available for your child for the attendance schedule that you reserved. In general principle, we do not bill hourly, daily, or weekly. The Extra Time billing, and other additional charges are in place to handle attendance or circumstances outside the scope of standard tuition and/or service.
- **Tuition is due the first day of the month that your child attends school.**
- **Tuition is monthly. We do not give credits for partial attendance during the month.** We, at our discretion, may consider reduced tuition if notice is given prior to the 15th of the preceding month. In this case, students will be billed at the Extra Time Rate and this will be due the first of the month. **The minimum monthly charge per child is \$195.**
- **If tuition is not received in full by the 10th of the month, we will impose a \$25 additional tuition fee.** This fee will be considered additional tuition for the month that the tuition is due. Checks that are post-dated after the 10<sup>th</sup> of the month will be considered as late payments. Any payments that we cannot deposit by the 10<sup>th</sup> of the month will be considered late payment.
- Payments will automatically be applied to the oldest bills first.
- Past due tuition will incur a finance charge of 1.5% per month (18% Annual Percentage Rate).
- Returned checks will incur a \$30 fee. Any checks for which a stop payment is issued without due cause, we will levy a \$50 fee. **If we receive two (2) returned checks for payment of tuition for any reason, we will require that all future tuition is to be paid with certified check or money order.**
- There is a 15% discount for multiple children. All children must at least attend 2 Full Days or 3 Half Days in order to qualify for this discount. There is no discount for partial month attendance or Extra Time. We do not apply multiple discounts.
- We do not accept cash for tuition payment under any circumstance. We do accept money orders.
- We reserve the right to increase the monthly tuition during the course of the school year. This would only be done due to an unusual increase in our expenses due to factors such as, but not limited to, mandatory compliance to upcoming regulations, or insurance premium increases. In the event that we have to increase tuition, you will be given the specifics on why we have to increase the monthly tuition. We will give at least 45 days notice in the event that we need to increase the monthly tuition.

## ATTENDANCE AND PICKUP TIMES

- **All adults MUST sign there child(ren) in and out of school. This is in accordance with DYFS regulation.**
- We cannot swap days for part-time attendees. If you need your child to attend on a non-scheduled day, please verify with us beforehand that it is okay. **This will be billed as extra time.**
- Children must be picked up by 6:00pm. For time after 6:00, we will charge \$10 for up to the first 5 minutes and \$0.50 per minute thereafter. This is used to directly reimburse our staff.
- Half Days are either morning or afternoon session. Pickup for the morning session without lunch is by 11:30am for children in the 3-year old group and by 12:00pm for children in the 4-year old group. Pickup for the morning session with lunch is immediately after your child's scheduled lunchtime. In the event a 3-year old child has a 4-year old sibling, they both may be picked up in accordance with the 4-year old pickup time. If your child is picked up late for the morning session, it will be billed as extra time; the billing rate is \$3.00 for every 15-minute increment, with a maximum amount set at \$30 (extra half-day without lunch). If lunch has to be provided for a late morning pickup, the maximum will then be \$31 (extra half-day with lunch). Drop off for the afternoon session is not to be before 2:00pm. If you need your child to attend beyond the standard half-day hours on a regular basis, it needs to be discussed beforehand and then put in written form; there will be an additional monthly tuition charge for any extra time.
- If you need to change your child's schedule, you must notify us in writing (email is acceptable and preferred) by the 15<sup>th</sup> of the preceding month. You will be given a new tuition invoice, for your review, which will reflect the change.

## LEGAL RESPONSIBILITY

- In the event that you are in default in the payment of any tuition and we are compelled to enforce our rights in any Court, you agree to be responsible for our reasonable attorney's fees and all other litigation related expenses.
- We are not bound by any Court Order, Judgment, or Agreement, between persons responsible for the tuition of any child.

## MODIFICATIONS

- **All arrangements that do not conform to the standard for attendance or payment of tuition must be in written form.**
- All inquiries regarding modifications to the standard monthly attendance must be directed to David Galli, Business Manager of Camelot School, Inc.

- If you would like further explanation of our policies, please refer all questions to David Galli ([david.galli@camelotschool.net](mailto:david.galli@camelotschool.net)), Business Manager of Camelot School, Inc.

## MISCELLANEOUS

- There is a **\$40 Annual Registration Fee**. This fee is not refundable. It needs to be paid upon initial registration and returned with your Registration Form. All registration fees expire on August 31<sup>st</sup>, the end of our school year. For current enrollees, the Annual Registration Fee is due by September 1<sup>st</sup> of every year that your child(ren) attend(s) Camelot School.
- **We will not allow daily drop-ins at the Extra Time Rate for Summer 2010** (July and August), unless your child is attending for the full month and needs to attend additional days. We are not instituting partial month billing, either daily or weekly, for July and August of 2010.
- **We will be closed Tuesday, August 30, 2010 through and including September 6, 2010** for maintenance and renovation. We will reopen on September 7, 2010.
- Upon request, we will provide receipts for tuition or other payments. The preferred delivery method is via e-mail.

*Please sign and return the last page.*

# Tuition Payment Agreement

## 2009 – 2010 School Year

### **SIGNATURES**

By your signing this agreement, you acknowledge the following:

- a. You have fully read and understand the terms of this agreement;
- b. The terms and provisions of this document have been fully explained to you to your satisfaction.
- c. That you have the ability to and will fully and completely comply with this agreement; and
- d. You have been given a copy of this agreement.

Name of Child(ren): \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_