

# Tuition Policy Contract

Adventure Time Preschool & Child Care  
723 West Columbia Lane  
Provo, Utah 84604  
801-373-2989

As the enrolling guardian, I agree to pay tuition according to Adventure Time's posted tuition rates. I understand that as the enrolling guardian, I am responsible for all tuition and other fees on my account. Tuition holds your child's spot in the program and is due regardless of absences or holidays. Tuition is prepaid and due before beginning enrollment.

At the time of enrollment, I agree to pay a non-refundable registration fee of \$40. Other fees such as materials fees and field trip fees for Kindergarten and School-age programs are also non-refundable.

Tuition prices are based on my child's age and the program in which he is enrolled. When my child has a birthday that affects his tuition rate, the new rate will become effective the month following his birthday, regardless of where it falls during the previous month.

If I receive tuition assistance from any source (DWS, CCR&R, alternate family member, etc) I am responsible for any portion of tuition not covered by that source. I understand that it is my responsibility to make sure all necessary forms for that source are submitted on time initially and throughout the review process. I understand that I must be previously approved for payment from this source before I begin enrollment or I am responsible for paying personally and in full until I am approved.

Tuition is paid on weekly or monthly basis, to be determined by the enrolling guardian. Monthly tuitions are due on the last working day of the month prior to attendance. If payment is made after the last business day of the month, I agree to pay a \$20 late charge. Weekly tuitions are due every Friday for the following week. If payment is not received before close on Friday, I agree to pay a \$10.00 late charge. If the day tuition is due falls on a holiday and we are closed, tuition will be due prior to closure.

If my child is part of the Drop In Program, I agree to pay an hourly fee, dependent upon my child's age, at the end of every day that my child attends. If I prepay for hours, I understand that if I exceed my prepaid hours I will no longer receive the reduced rate and must pay a higher rate for those hours. I agree that I am responsible for any additional fees listed below, should they apply to me.

An additional \$2 per day charge will be posted on accounts that show an outstanding tuition balance after the first late day. I understand that my child may attend Adventure Time ONLY if tuition has been paid in full when due. Children will lose their place in the program after one week of outstanding tuition.

I agree to pay a late pickup fee of \$10 per child for the first 10-minute period and \$15 for every 10-minute period following that the child is left in the center after closing, or after his designated program ends. The same fees will apply 30 minutes after notification or attempted notification of my child's contagious illness or a serious safety violation.

All checks must be dated with the current date. Post dated checks will not be accepted. All returned checks will be assessed with a \$25 fee and are subject to a late fee. Unpaid checks and fees will be turned into collections if not paid

within the time frame determined by the management. After the second returned check, I will be required to pay with cash or credit card; checks will no longer be accepted.

Guardian's Initials: \_\_\_\_\_ Date: \_\_\_\_\_

I understand the schedule and time limits for the program in which my child is participating. I agree to be financially responsible for any over-time fees.

Adventure Time reserves the right to change the fees at any time. The enrolling guardian agrees to pay such changed fees without further additions to this contract. I will be notified in advance of any such changes.

I understand that I am entitled to a credit of one week's tuition to compensate for vacation time each year. The credit is based on an average week of tuition. This credit will be granted at the end of the first consecutive year of enrollment and each subsequent anniversary of continuous enrollment. I will notify the Adventure Time office at least one week in advance of when this credit is due to me.

In case of withdrawal, I agree to pay a \$40 re-enrollment fee if I withdraw my child from the program and re-enroll after 30 days of withdrawal. I agree to pay a \$60.00 re-enrollment fee if I withdraw from the program and re-enroll within 30 days. I am aware that my child's place in the program may not be available when I desire to return, and that space is not guaranteed without continuous payment.

If I fail to pay my account in full when my child is withdrawn or terminated from the center, I agree to pay all attorneys' fees, court costs, filing fees and any additional charges or commissions that may be assessed to Adventure Time by any collection agency or attorney retained to pursue this matter. I understand that any unpaid balance will be sent to collections upon withdrawal from the program.

Guardian's Initials: \_\_\_\_\_ Date: \_\_\_\_\_