

2011-2012 Rock Academy Preschool Enrollment Form

(Please submit one yearly enrollment form per child)

Child's Name: _____ Date Of Birth: _____

Official Start Date for 2011-2012: _____ (Any change in start date necessitates filling out a form with the preschool director at least 2 weeks prior to stated start date.)

Non-Refundable Registration: (attached) \$150 New student Enrollment Fee \$75 New Military Enrollment Fee
 \$75 Re-Enrollment Fee paid by 4/1/11 \$150 Re-Enrollment Fee paid after 4/1/11

"Twoddler" Program:

18 mo. – 2 years and any non-potty trained children*

Please indicate with a check mark:

Summer, Academic, or both programs below according to your desire for your Twoddler:

"Twoddler" Summer Program 2011

(June 1 – August 26)

\$870/month (M – F from 6:30 a.m. to 6:00 p.m.)

"Twoddler" Academic Year Program 2011-2012

(September 6– May 30)

\$870/month (M – F from 6:30 a.m. to 6:00 p.m.)

**I understand those children over 3 years who are not yet potty trained will continue to pay the higher "Twoddler" rate through the end of the program date and until fully potty trained; however, these children may be moved at any time into any classroom deemed appropriate with a different teacher to student ratio at the sole discretion of the staff.*

Preschool Full-Day Program:

3 – 5 year old children: Must turn 3 by 12/2/11 and be fully potty trained at the beginning of the program.

Please indicate with a check mark:

Summer, Academic or both according to your desire for your Full-Day Preschooler:

Preschool Summer FULL-DAY Program 2011

(June 1 – August 26)

\$745/month (M – F: 6:30 a.m. to 6:00 p.m. Please arrive no later than 8:30 a.m.)

Preschool Academic Year FULL-DAY Program 2011-2012

(September 6– May 30)

\$745/month (M – F: from 6:30 a.m. to 6:00 p.m. Please arrive no later than 8:30 a.m.)

Enrichment Half-Day Program:

3 – 5 year old children: Must turn 3 by 12/2/11 and be fully potty trained at the beginning of the program.

Please indicate with a check mark:

Summer, Academic or both according to your desire for your Half-Day Preschooler:

Preschool Summer ENRICHMENT Program 2011

(June 1 – August 26)

\$560/month (M – F from 7:30 a.m. to 12:00 p.m. Please arrive no later than 8:30 a.m.)

Preschool Academic Year ENRICHMENT Program 2011-2012

(September 6– May 30)

\$560/month (M – F from 7:30 a.m. to 12:00 p.m. Please arrive no later than 8:30 a.m.)

ON REVERSE SIDE OF THIS FORM, PLEASE COMPLETE EVERY BOX AND SIGN BY ALL THOSE WHO ARE FINANCIALLY RESPONSIBLE

Office use only: Registration enclosed _____ Date _____ Cash or Check # _____ Initials _____

Any prepaid tuition _____ Date _____ Cash or Check # _____ Initials _____

THE ROCK ACADEMY PRESCHOOL FINANCIAL CONTRACT

2011-2012 SUMMER AND ACADEMIC YEAR

STUDENT NAME: _____

The purpose of this contract is to nurture mutual accountability between the parents and the school. Please read carefully and check all the boxes provided.

- The \$150 application and late re-enrollment fee (\$75 new student military application) is non-refundable.
- The \$75 annual returning student re-enrollment fee is non-refundable. \$75 Deadline: April 1, 2011; \$150 after April 1, 2011
- One annual payment may be made payable by check or credit card to The Rock Academy for all programs chosen.
- A Deferred Payment Plan (DPP) may be chosen in lieu of one annual payment.
- If the DPP is chosen, tuition is automatically withdrawn by FACTS Tuition Management Company on the 5th of the month from my checking or savings account. Yearly accounts begin in June (or start of service) and end in May.
- FACTS will assess a \$30 missed payment fee for each missed payment.
- It is your responsibility to check your FACTS account and your bank account immediately following your scheduled payment. If a payment attempt is unsuccessful, payment becomes due in the form of cash, money order, or cashiers check on the 15th for payments scheduled on the 5th respectively. You will incur a \$15 late fee, and your child will not be permitted to attend school if the balance is not resolved by each deadline. Should you have three unsuccessful payment attempts, you shall be placed on mandatory weekly payments in the form of cash, money order, or cashiers check that will be due every Friday through May 13, 2012 for the remaining balance.
- Any parent whose account has a history of late payments may be asked by the administration to pay tuition and fees in full for the year. If the Academy determines to seek collection of any past due amount, the parent/guardian agrees to pay, to the extent permitted by law, the Academy's expenses of enforcement and collection of the tuition, fees and related expenses, including, without limitation, attorney's fees and costs.
- Account statements/receipts are available online at **www.RenWeb.com**. No other receipts will be issued except for tuition paid in full for the year. Proof of payment for tax purposes are reflected in my online statement. The Academy will sign flex benefits statements for the responsible party that paid in full or signed the FACTS agreement for the amount automatically deducted only on a monthly basis.
- I understand that no reduction in tuition will be given for school holidays, professional development days, family vacations, absences due to illness, or unexpected school closures.
- I have read and understand the late pick-up fees as listed in the Parent Handbook. Late pick-up fees are due upon my arrival by cash, check or money order.
- If a student needs to be moved from the full-day program to the enrichment program or visa-versa, at least one (1) month's notice must be given. Change of status forms must be signed in the office. Changes will be accommodated contingent upon availability. Status changes will not occur until the first of the month with a minimum of one (1) month's lead-time. (i.e. If request is made on 7/15, the change will occur on 9/1.)
- If I must withdraw my child from school, a TWO WEEKS WRITTEN NOTICE form must be submitted to the administration. Required withdrawal form must be filled out in the preschool office. Tuition will be adjusted to reflect the stop service date indicated in the Two Week Written Notice form. If the notice form is not submitted, tuition will be due and payable for all time served plus two weeks for notice period.
- If I withdraw my child and then would like to return, another registration fee will apply and my child will return on a space available basis, pending any waiting list and upon administrative approval.
- This Contract shall not be modified except by written agreement between the parties. Each parent or guardian shall sign this Contract and will be jointly and severally responsible for the obligations contained herein. The Rock Academy will not settle disputes between those financially responsible.
- This Contract shall be deemed to have been entered into in the State of California and its validity, effect and operation shall be determined in accordance with the provisions of California law.

Check desired payment option below:

- Payment in full** for the year (due June 1) **Deferred Payment Plan** starting first full month of care on 5th of the month.

If I am a Rock Academy returning family and used FACTS last year, my signature below constitutes authorization to be re-enrolled in the FACTS Tuition Management service for the next academic year. All pulls will occur on the 5th of the month. If my banking information has changed, I have attached a voided check from the new account; otherwise, the old banking information will be used.

If I am new to the Rock Academy or have not used FACTS in the past, I have submitted a FACTS agreement form with a voided check, this registration form, and all other enrollment documents to the Rock Academy.

We agree to the financial terms stated above and promise to pay accordingly.

Father's Printed Name: _____ Mother's Printed Name: _____

Father's Signature: _____ Mother's Signature: _____

Date: _____ Date: _____

PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM