



Spanish@YoungPeoplesWorkshops.com
www.SpanishImmersionPrek.com
www.YPWKids.com

Spanish Immersion Preschool

ENROLLMENT AGREEMENT

Child's Name: _____ Date of Birth: _____ Gender: _____

Address: _____ City: _____ State: _____ Zip: _____

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

Home Email Address: _____

Phone (Mother): (Home) _____ (Mobile) _____ (Work) _____

Phone (Father): (Home) _____ (Mobile) _____ (Work) _____

CLASS PLACEMENT: _____ \$ _____ per month

May Tuition \$ _____

Registration & Material Fee (*non—refundable fee. Due upon enrollment*) \$ _____

Total Due \$ _____

This Enrollment Agreement (the "Agreement"), effective the _____ day of _____, 20____, is

between Young Peoples Workshops ("School"), located at _____

and _____ ("Parents").

1. The School's non-refundable registration fee of \$ _____ - shall be paid annually in March and at the time of initial application.
2. The School's non-refundable material fee of \$ _____ is due 4 times a year: First at the time of initial application, Second in Dec 1, then in March 1 and last in June 1.
3. Monthly tuition is due on or before the 1st of each month. A \$35 late fee shall be charged for any monthly tuition payments received after the 1st of the month. If monthly tuition fees (including any applicable late fees) are not received at the School by the 15th of the month, the child will not be readmitted to the program.
4. A second child in the same family shall receive a 5% discount on the lower of the two tuitions.
5. Monthly tuition fees are non-refundable regardless of holidays, illness, vacation, inclement weather days or "Acts of God". The School will make reasonable efforts to open in inclement weather; however, the School may choose to close at the Owner's discretion. Parents should check the school's website regarding closings.



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6. This School is closed on the following days:

2012	
September 3	Holiday – Labor Day
October 8	Holiday – Columbus Day (Staff In – Service)
November 22, 23	Holiday – Thanksgiving –
December 24 – 31	Winter Break
2013	
January 1	New Year Day
January 2	Faculty In-service Day
January 21	Holiday – MLK Day (Staff In – Service)
February 18	Holiday – President’s Day (Staff in Service)
March 29	Spring Break
May 27	Holiday – Memorial Day
July 4	Holiday – Independence Day
August 28 – 30	School Closed (Staff In – Service)

7. The School will open at 7:00 a.m. and close at 6:00 p.m. A fee will be charged for any child not picked up before the School’s regular closing time. This charge shall be \$10.00 per child for the first 15 minutes and an additional \$5.00 per child per 5 minute period thereafter. Fees for late pick-up are payable immediately; if not paid, the child will not be readmitted to the program. Consistent lateness will be cause for the child’s dismissal from the School.
8. The last day of the school year is Friday, May 24, 2013.
9. A fee of \$35 will be charged for checks returned by the School’s bank.
10. At the time of enrollment, the child shall be scheduled for specific days and times. Additional days may be added for an additional fee. However, the School’s Director must be contacted at least 24 hours in advance of any added day. Additional days are offered based on enrollment and may not always be available. The Director must approve any other schedule changes in advance.
11. A non-refundable deposit of one month’s tuition and the registration fee is required to hold a place in the classroom. If the deposit is not paid, a place for the child cannot be guaranteed. Deposits are applied to monthly tuition fees. The School requires a 30 day written notice of withdrawal. If a 30 day advance notice of withdrawal is not provided, the standard tuition fee shall be charged for that period.
12. The School reserves the right to deny, cancel, sever or suspend a child’s enrollment at any time the School, in its sole discretion, deems such action to be in the best interest of the child or the School. In such event, any unused tuition will be refunded.
13. Children may not attend the School while ill. Children who become ill at School must be picked up immediately – refer to the health policy guidelines.
14. If the child will be absent, the absence should be reported to the School by 9 a.m.
15. Our employees are our most important asset. If you hire one of our employees (or someone who had been our employee within six months of the date you hire them) to work for you, you agree to pay a placement fee of \$2,500.00. Checks should be made payable to YPW and given to the owner at the time you hire our employee.



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16. In the event that Parents engage employees of the School from time to time for outside child care services ("Outside Engagements"), Parents agree that Outside Engagements are not related to the School, its owners or Young Peoples Workshops. With respect to Outside Engagements, Parents release and discharge the School, its owners and, and their present or former officers, employees, shareholders, directors, affiliates, heirs, successors and assigns, in their individual and corporate capacities (the "Owner Releases"), from all claims, demands, liabilities, actions or causes of action whatsoever, whether known or unknown, which Parents have, may have or claim to have at any time in the future against the Owner Releases based in whole or in part on or arising out of or related to any Outside Engagements.

I understand the terms of this Agreement and agree to be bound by them. I have received an executed copy of this Agreement and a copy of the parent handbook, which includes the health policy referenced in paragraph 10.

Date: _____ Mother Signature: _____

Date: _____ Father Signature: _____

Date: _____ Director Signature: _____