# Child Care Assistance Enrollment Agreement

## This agreement is made between:

Parant/Suggier No.					
Parent/Guardian Na and/or	me				Parning Cente
Parent/Guardian Na	me				T
AND					
Center Name:		d Learning Cente	er		
Center Address:	3501 Coor Albuquerq	s Blvd NW Jue, NM 87120			
Provision of Care for:					
Child's Name	Date of Birth				
Contracted Days and Times:					
Drop Off Time: M	т	W	R	F	
Pick Up Time: M	т	W	R	F	
Contract Terms:					
Begin Date:			End Dat	te:	
This contract is <b>only</b> valid time you are determined	•			ce contract and is null	and void during any period of
You are responsible for p of ineligibility or for any h	. •		· ·	•	our child attends during a period contract.
Outline of Services Provided:					
High-quality child Developmentally		•	ent staffed with	trained teachers	

- Child-initiated activities
- Clearly defined and implemented planned curriculum
- Positive guidance
- Parent involvement
- Meals and snacks
- Daily opportunities for outside exploration

# **Agreed Rate and Payment Amount:**

Parent/Guardian agrees to pay the center tuition in the amount of	per
Monthly tuition is due on your child's first contracted day of each month.	
Weekly tuition is due on your child's first contracted day of each week.	

#### **Late Payment Fee:**

Your co-pay and taxes are due each month no later than our close of business on the 4<sup>th</sup>. Late fees will be assessed on the 5<sup>th</sup> of each month in the amount of \$25.00. If payment is not received by the 6<sup>th</sup> of the month, attendance privileges will be suspended until full payment, including late fee, is received. If payment is not received by the 10<sup>th</sup> of each month, you child will be disenrolled. Full payment, including late fees and the current enrollment fee, must be paid before you can re-enroll your child in our program.

## **Late Pick Up Fee:**

If you are late picking your child up, a late pick up fees will be assessed at \$1.00 per minute, per child.

Late pick up fees are assessed on the same day you are late and are due upon pick up, or before you child can return for their next scheduled day.

# **Snow Days and Closures:**

The center will handle closures and delays as follows...

If APS announces a weather delay	The center will open at 9:00 AM
If APS closes for the day	The center will close for the day

#### **Holiday Closures**

- New Years Day
- Martin Luther King Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day and the Day After
- Christmas Eve
- Christmas Day

#### Child's Vacation, Sick Leave, and Other Absences:

In the event your child is absent for any reason when the center is open, you are still required to pay the regular tuition fee. You are responsible for securing back-up care if child becomes ill.

### **Enrollment Agreement Termination:**

Either party may terminate this agreement at any time, for any reason. However, you must give a two-week notice, in writing, to the center prior to termination of the agreement. If you choose to terminate care with less than a two week notice, you agree to pay the full tuition rate for the remainder of the required written notice.

# **Enrollment Agreement Length:**

A new agreement will be signed each time you receive a new CYFD contract or any time there is a change in your co-pay or agreement days/times. The center reserves the right to revise or amend this agreement at any time when needed.

#### **Additional Fees:**

Enrollment Fee Due On Enrollment:
Tax Amount Due Monthly:
Returned Check Fee: \$25.00

This agreement is subject to change at any time.		
nt or guardian)	(Date)	
5. 0201 010111	(Dute)	

Signatures: