

Self Pay Enrollment Agreement



This agreement is made between:

Parent/Guardian Name _____
and/or
Parent/Guardian Name _____

AND

Center Name: Kids World Learning Center
Center Address: 3501 Coors Blvd NW
Albuquerque, NM 87120

Provision of Care for:

Child's Name _____ Date of Birth _____

Contracted Days and Times:

Drop Off Time: M _____ T _____ W _____ R _____ F _____

Pick Up Time: M _____ T _____ W _____ R _____ F _____

Contract Terms:

This contract is only valid if there is no change in your contracted days and times. You are responsible for paying Kids World the full current tuition rates for any time your child attends beyond your contracted days and times.

Outline of Services Provided:

- High-quality child care in a nurturing environment staffed with trained teachers
- Developmentally appropriate activities
- 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:

You agree 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:

Monthly Accounts – Tuition is due by our close of business on the 4th. Late fees will be assessed on the 5th of each month in the amount of \$25.00. If payment is not received by the 6th of the month, attendance privileges will be suspended until full payment, including late fee, is received. If payment is not received by the 10th of each month, your 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.

Weekly Accounts – Late fees are assessed on Wednesday of each week in the amount of \$25.00. If payment is not received by Thursday of each week, attendance privileges will be suspended until full payment is received. If payment is not received by Friday of each week, your 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 fee 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 the following morning for continued attendance.

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 your 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 must be signed any time there is a change in your child’s contracted days and times.

Additional Fees:

Enrollment Fee Due On Enrollment: _____

Returned Check Fee: _____

Signatures:

By signing below, you agree to the terms of this agreement. You also acknowledge that you have received, understand and agree to the terms and conditions outlined in the Parent Handbook. This agreement is subject to change at any time.

(Parent or guardian)

(Date)

(Parent or guardian)

(Date)