Mountain Oak

• 1455 Willow Creek Rd, Prescott, AZ 86301•

A Waldorf-Inspired Charter School

Preschool Enrollment Contract 2012-2013

STUDENT INFORMATION:

NAME: _____ BIRTH DATE:_____

LAST FIRST MIDDLE MO/DAY/YR

MALE FEMALE (Circle one)

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

Address:_____ Address:_____

City, State, Zip:_____ City, State, Zip:_____

Home Phone:_____ Cell: _____ Home Phone:_____ Cell: _____

Employer:_____ Employer:_____

Work Phone:_____ Work Phone:_____

Position:_____ Position:_____

Email Address: _____ Email Address:_____

Parents: ☐Married ☐Divorced ☐Separated ☐Widowed ☐Never Married

Name of person who has legal custody of the child:_____

Title: (mother, stepfather, legal guardian, foster parent, etc.) _____

Please provide custody papers (if applicable)

FINANCIAL INFORMATION:

TUITION AND FEES*: *(Please check the appropriate box below)*

☐ FIVE DAYS $4,000.00 per year- $400 per month for 10 months Aug-May

☐ THREE DAYS (M,W F) $2,500.00 per year- $250 per month for 10 months Aug-May

☐ TWO DAYS (T,Th) $1,650.00 per year- $165 per month for 10 months Aug-May

☐ PRORATE: $_____ per year- $_____ 1st month and $_____ for ___ mths ____-____.

☒ Non-refundable Registration Fee $200

*There is no reduction for shortened months or refunds for days missed. Mid-year enrollments will be prorated.

PAYMENT METHOD:

☐ Monthly ☐ Lump Sum ☐ Other:_____

CREDIT CARD INFORMATION (required for monthly payment)

☐ Automatic Monthly Withdrawal ☐ Back-up only

Name as it appears on card _____

Card # __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __ Exp Date __ __/ __ __ CVV Code __ __ __

Cardholder Signature _____

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☐ Meeting with Teacher

☐ SM Student Entry ☐ SM Fee's ☐ Copy to Teacher ☐Blue Emergency Card (copy in office, orig. to Teacher) ☐Enroll by Day Binder

CONTRACT DETAILS

ENROLLMENTCONTRACT
Annual tuition fees may be paid in equal installments beginning the first day of school continuing September 1 though May 1. There is no reduction for shortened months or refunds for days missed due to illness.

Tuition installments are due and payable on the first day of each month and must be received by Mountain Oak School no later than the fifth (5th) of each billing month. The back-up credit card will be charged on the 6th of the month if no other payment is received. If a check is returned or the back-up credit card is declined, a late charge of $25 will be assessed against each late or returned payment for each month the payment is late.

If the Principal is notified prior the first day of school that the child will not be enrolling in Mountain Oak School Preschool, the tuition payment only shall be reimbursed.

This is a monthly contract beginning the date the child is enrolled. Parents may elect to terminate or modify this contract upon 30-days written notice. Reinstatement following termination will be subject to space availability and Administrative approval. Non-payment of fees will result in termination of the contract.

FINANCES
I/We, the undersigned, Parent(s) or Legal Guardian(s) of the above-mentioned student agree to assume full financial responsibility of the tuition. I/We understand that all tuition received by Mountain Oak is non-refundable. It is further understood that students for whom all tuition is not current, and has reached 45 days past due, will be suspended until your account is brought to a current status. This includes payment and collection of late and attorney fees.

REGISTRATION FEE
The $200 registration fee is an annual fee, due with the registration to hold you child's place in class. Registration fee payments are not refundable.

ANNUAL GIVING
As a private preschool program, Mountain Oak School receives no revenue from outside sources. Instead, the income is generated through tuition and the generous contributions from families and friends of Mountain Oak. Contributions to our Annual Giving Campaign help fund the difference between the cost of educating your child(ren) and the income received through tuition. We ask that every family participate in Annual Giving at a level that feels comfortable.

COMPLIANCE
I/We understand that acceptance at Mountain Oak School is conditional upon compliance with school regulations and timely payment of financial obligations. I/We understand parents are expected to volunteer and participate in school activities and to contribute to the well being of the Mountain Oak community. I/We further understand that parents who seriously disrupt the discipline and morale of the Mountain Oak community may be asked to withdraw their child.

DISMISSAL
The School reserves the right to dismiss or suspend the Student when, in the opinion of the Faculty and the Board of Directors, the Student's interests or those of the School may best be served by such action.

I have reviewed a copy of the Mountain Oak School Parent/ Student Handbook. (The handbook is available online at mountainoakschool.org; there is also a printed copy available in the office.) I understand and accept the school policy requirements for payment of school fees and charges as well as student conduct and behavioral performance. Satisfactory compliance with all such requirements is a condition for student attendance at this school. The School Board reserves the right to revise policies and procedures upon thirty (30) days written notice.

I/WE HAVE READ AND AGREE TO COMPLY WITH THE INFORMATION, TERMS AND FEES STATED IN THIS CONTRACT. I/WE FURTHER UNDERSTAND THAT THIS AGREEMENT IS LEGAL AND BINDING AND NON-COMPLIANCE COULD RESULT IN LEGAL ACTION.

_____	_____	_____
Parent/Guardian Signature	Date	Relationship to child
_____	_____	_____
Parent/Guardian Signature	Date	Relationship to child