



ENROLLMENT AGREEMENT

This agreement is made by and between ABQ Children's Academy, Licensed Child Care Provider and: _____

Parent/Guardian of: _____
Child's name

The following has been agreed upon between the two parties beginning: _____

I have read and agree to the full contents of the Parent's Handbook. I understand that disregarding these policies may result in termination of child's enrollment.

I understand that I must follow the termination policy as it is written in the Parent's Handbook.*

I agree to the monthly tuition rate of \$_____, to be paid by the 14th of every month for my child. Available arrival time at ABQ Children's Academy is 7:00 am, and pick-up time must be no later than 6:00 pm, Monday through Friday, except as posted for holidays and school breaks. Any time my child arrives before 8:00 am or stays after 3:00 pm will incur a charge at the rate of \$4.00 per hour added to the following month's bill. Any before- or after-care needs must be communicated to the director at enrollment or a week prior the student's needs. Any added time before or after indicated times will incur a charge at the rate of \$1.00 per minute. Students must only attend school on days that his/her guardian has signed them up for. Any additional day of attendance must be discussed with and agreed upon by the director ahead of time and will incur a charge for a drop-off day added to the following month's bill.

This agreement shall be in effect until such time that a parent/guardian has given termination notice in accordance to the Parent Handbook policy or negotiation of a new contract.

I agree to pay a non-refundable deposit of \$100.00 to hold a space until _____ and a \$50.00 supply fee.

THIS AGREEMENT AND THE PARENT HANDBOOK WHOLLY STATE THE OBLIGATIONS OF THE PROVIDER; THERE ARE NO OTHER IMPLIED OBLIGATIONS. ANY AMENDMENTS TO THIS AGREEMENT MUST BE IN WRITING AND SIGNED BY BOTH PARTIES.

Authorized signature of Licensed Child Care Provider representative

Date

BOTH PARENTS OR PARENT/GAURDIAN WITH SOLE CUSTODY OF THE CHILD MUST SIGN:

Parent/Guardian

Parent/Guardian

Date

*To include late penalties from date due to date paid plus legal fees, if applicable.