**ACORN HILL WALDORF KINDERGARTEN & NURSERY**
**9504 BRUNETT AVENUE SILVER SPRING, MD 20901**
**School Year 2015–2016**

# PARENT-CHILD REGISTRATION and CONTRACT

Birth to Three Parenting classes at Acorn Hill provide a supportive structure that builds and bridges the family experience before the child is ready for an independent school experience. Parent-Child classes are for children 2 to 3 years old with their parent or caregiver. The class is one day per week from 9:15 to 11:30 am and follows the school-year calendar, September through June. The annual tuition is $2,695.00 and is payable in 10 equal installments: May, June, and September through April.

**To register, please complete this form and send with check payable to Acorn Hill for $269.50**. The remainder of the tuition will be billed in June, then September through April. Class size is limited and early registration is recommended. There will be no refunds for days missed by a child. Diversity Fund and Tuition Assistance applications may be submitted to us for grant award consideration. *We reserve the right to cancel the class should class size minimum not be met.*

**CHILD 1:**

Name_____

Date of Birth _____

*Check day or if flexible, list preference (1,2,3)*

Parent-Child: __Thurs. __Fri. __Sat. (if offered)

Please list allergies or other conditions _____

_____

**CHILD 2:**

Name _____

Date of Birth _____

*Check day or if flexible, list preference (1,2,3)*

Parent-Child: __Thurs. __Fri. __Sat. (if offered)

Please list allergies or other conditions _____

_____

**PARENT/GUARDIAN 1:** *please print*

Name _____

Street_____

City & State_____

Zip Code_____

Home Phone_____

Work Phone_____

Cell Phone_____

Email_____

Occupation_____

**PARENT/GUARDIAN 2:** *please print*

Name_____

Street_____

City & State_____

Zip Code_____

Home Phone_____

Work Phone_____

Cell Phone_____

Email_____

Occupation_____

This tuition contract is made between _____ (Parent/Guardian 1),

_____ (Parent/Guardian 2),

and Acorn Hill Waldorf Kindergarten & Nursery. The tuition agreement represented by this contract is a commitment for the full school year.

## CONTRACT PROVISIONS

1. The first tuition installment of $269.50 for each child is payable upon registration and holds an enrollment place until June 1. The first installment is not refundable in the event a child is withdrawn at any time.

2. Tuition is payable in 10 monthly installments for all classes. All payments are due on or before the first of each month. Tuition for late or mid-year enrollment will be prorated and a tuition adjustment will be due with the contract to bring the billing in line with the remaining monthly installments.

3. The second installment is due June 1 for all classes. The remaining installments are due September through April. Any grants that have awarded by us will reduce your annual tuition and will be credited equally against the installment payments.

4. The first and second tuition installments are due on or before June 10 to hold the September enrollment. If we do not receive your tuition installments by June 10, enrollment is withdrawn but may be re-instated on a "first-come as space is available" basis upon payment.

5. For registrations after June 10, the first and second tuition installment payments are due with the registration form.

6. There are no tuition credits for missed classes and no tuition transfers for switched attendance days. We reserve the right to cancel the class should class size minimum not be met.

7. Tuition installments that remain unpaid after the 10th of the month in which they are due are subject to a late fee of $25 per enrollment. After 30 days, overdue tuitions are subject to collection action with reasonable court and legal fees assessed to delinquent accounts.

8. Accounts subject to collection will be assessed interest on overdue balances at the Maryland statutory rate or 12% annually, whichever is less. Payments on past-due accounts are applied first to late fees, interest and collection fees and then to the oldest outstanding balances.

9. For accounts more than 30 days past due, alternative payment plans may be agreed upon with the Finance Officer. Without such a good-faith plan established, parents will be required to keep children home.

10. If a child is withdrawn from the program during the school year from Acorn Hill for any reason, a 30 day written notice is required and contracted tuition will be prorated to the last date of attendance plus a 30 day cancellation fee.

**I/we agree to the terms of this tuition contract for the total due for the school year.**

_____ _____ _____ _____

***signature of parent/guardian 1*** ***date*** ***signature of parent/guardian 2*** ***date***

*Acorn Hill Waldorf Kindergarten & Nursery does not discriminate on the basis of race, gender, sexual orientation, religion, national or ethnic origin in its administrative or admissions policies.*

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Office use only:
Date received:_____ Admin:_____ 1st installment_____B_____P_____

Special adj: _____ TAC adj:_____ DF adj:_____