

# Montessori Academy

of Cincinnati



8293 Duke Boulevard • Mason, Ohio 45040 • 513-398-7773

**SAMPLE**

## Preprimary Enrollment Contract (Newly Enrolled Student)

### 2010/2011 Academic Year

\_\_\_\_\_  
Child's Full Name

I request that my child be enrolled in the following programs for the above-stated school year (please mark your choices):

- |                          |                               |                              |
|--------------------------|-------------------------------|------------------------------|
| <input type="checkbox"/> | Preprimary Montessori Program | Annual Tuition: \$ 5,860.00  |
| <input type="checkbox"/> | All Day Kindergarten          | Annual Tuition: \$ 10,020.00 |
| <input type="checkbox"/> | Extended Care                 | Weekly Tuition*: \$ _____    |

\*based upon usage noted on your Application, payable monthly in advance

By signing this Contract, I request that the School reserve a place for my child in the program(s) noted above for the above-stated school year. Upon acceptance of the Enrollment Contract by Montessori Academy of Cincinnati, Inc., I understand that my obligation to pay the tuition and fees for all programs noted above for the full academic year is unconditional and that no portion of fees paid or outstanding will be refunded or canceled in the event of absence, illness, failure to attend or withdrawal from the School of the above student.

**Tuition Payments:** I understand that I am responsible for payment of the tuition for the entire school year and for other school-related charges that will be billed to me including, but not limited to, Field Trip and Activities Fees, any use of Before- and After-School Programs.

I understand that before acceptance by the School, I must submit the completed Application together with a non-refundable Application Fee in the amount of \$50.00. Within one calendar week of contact by the School regarding my child's acceptance, I will submit this completed Contract together with a Reservation Deposit in the amount of 10% of the annual tuition to secure my child's space. Failure to meet this deadline could result in my forfeiting the space. This Deposit applies toward the tuition. Payment of the balance of the Montessori tuition is payable in one of the two following options (Choose one option):

Annual Payment:

- Preprimary Montessori Program.** One payment in the amount of \$5115.78 is due prior to May 7, 2010. This amount reflects a 3% discount on the balance of the tuition owed after payment of the Reservation Deposit.
- All Day Kindergarten.** One payment in the amount of \$8,747.46 is due prior to May 7, 2010. This amount reflects a 3% discount on the balance of the tuition owed after payment of the Reservation Deposit.

Monthly Payments:

- Preprimary Montessori Program.** Nine monthly payments of \$586.00 are due the first calendar day of each month (August through April). A \$30.00 Late Fee will be charged for any tuition payments received after the 4<sup>th</sup> of the month.
- All Day Kindergarten.** Nine monthly payments of \$1002.00 are due the first calendar day of each month (August through April). A \$30.00 Late Fee will be charged for any tuition payments received after the 4<sup>th</sup> of the month.

I understand that failure to make the initial tuition installment payment or any subsequent tuition installment payment by the date upon which it is due shall, at the sole discretion of the School, render the total amount of tuition remaining for the school year under this Contract immediately due and payable in full.

Extended Care Fees, if applicable, will be billed on a monthly basis. A four-week Deposit for these programs will be due upon acceptance into the program.

**Policies:** I understand that the School must comply with Regulations set forth by the State of Ohio, Department of Education. I understand that I must fully comply by completing all required forms with respect to these Laws and that the School reserves the right to exclude my child from its Programs if I do not do so. Such exclusion does not negate my financial obligations under this Enrollment Contract.

**Withdrawal:** As stated above, I understand that withdrawal of my child before the end of the school year does not relieve me of the obligation to pay tuition for the entire school year. However, I understand that should my child need to be withdrawn, assuming the procedures stated in the School Handbook are followed, the School will use its best efforts to mitigate my obligation for such tuition only after a new student is enrolled and fills the vacancy (in all programs I have noted above) created by any such withdrawal.

The Montessori Academy of Cincinnati shall have the right to legal action for collection of School tuition and fees and parents will be responsible for all costs of collection, including court expenses and reasonable attorney's fees.

**Cancellation and Waiver:** I understand that the School reserves the right to cancel this Contract if the School determines that my child should not continue as a student for any reason.

**Agreement:** The persons signing below agree to all the terms and financial obligations set forth in this Enrollment Contract and the accompanying Preprimary Application.

\_\_\_\_\_  
Signature of Father or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Mother or Guardian

\_\_\_\_\_  
Date

ACCEPTED BY THE SCHOOL:

\_\_\_\_\_  
Head of School

\_\_\_\_\_  
Date

*Montessori Academy of Cincinnati recruits and admits students of any race, color, ethnic origin, national origin, or religion to all its rights, privileges, programs and activities. In addition the School will not discriminate on the basis of race, color, ethnic origin, national origin, or religion in the administration of its educational programs and athletics/extracurricular activities. Furthermore, the school is not intended to be an alternative to court or administrative agency ordered, or public school district initiated desegregation.*