



# Rainbow Montessori Admission and Tuition Policies – Effective 08/01/2008

**Please initial the boxes by #1,4, 5, 6, and 12.**

1. Parent(s)/Guardians(s) registering children who do not attend will be billed two weeks tuition unless a signed Withdrawal Notice (on our Change of Schedule form) has been completed and left with the school office at least two weeks prior to the start date.
2. All new and returning accounts will be prorated from the start date to the last billing day of the current billing month. Withdrawing accounts will be prorated from the first billing day of the current month through the last day of attendance providing the appropriate notice has been given. No prorated billing will be made for any other reason. In the event of a program change, the new tuition rate will take effect the first of the next month.
3. Parent(s)/Guardian(s) who pay the full tuition rates are eligible for the following tuition credits (based on attendance for a full month).  
2 children 10% discount  
3 children 12% discount  
4 or more children 14% discount
4. All changes, including withdrawal, require a 10 business days written notice via a Change of Schedule form. No other form of notice will be accepted. A two-week billing will be charged if the appropriate notice isn't given. All changes are to go through the school office using the appropriate form. Verbal changes and changes made with teachers are not acceptable.
5. If a child has not withdrawn, scheduled payments are due and payable whether the child attends or not. There are no provisions for sick leave, holidays or vacation. In the case of a temporary withdrawal, reapplication acceptance will be dependent on a space available basis. If the reapplication is not accepted the application fee will be refunded.
6. Payments are due on the first day of each month and become delinquent if not paid by the 10<sup>th</sup> of the month. Payments are due whether an invoice or statement is received or not.
7. Delinquent accounts will be assessed a Late Charge based on 10% of the current monthly rate. A delinquent account may be required to pay a tuition deposit equal to the scheduled tuition for one month.
8. Accounts more than 15 days delinquent can be terminated. Terminated accounts can be reinstated providing all outstanding fees are paid, a new Enrollment Application is accepted, a registration fee is paid and a one-month tuition deposit is paid.
9. The responsible party/parties will be held liable for all collection charges, legal expenses and attorney fees Rainbow Montessori incurs to collect delinquent fees.
10. All tuition rates are subject to change following a 30 day written notice.
11. Services are provided without discrimination in regards to race, sex, color, religion, national origin or ancestry.
12. Children changing programs mid-month from full-time to part-time or part-time to full-time will be billed the full-time rate for the full month in which the change occurs.

## Agreement

We the undersigned:

- A. Agree to enroll my/our child/children in Rainbow Montessori as noted in this application.
- B. Have received and read a copy of the Tuition Schedule and Admission and Tuition Policies.
- C. Understand and accept the Tuition Schedule and Admission and Tuition Policies.
- D. Understand that the individual/individuals signing the Enrollment Application shall be responsible for the payment of all tuition and other applicable charges.
- E. Understand that this agreement is binding.
- F. Understand that any disputes concerning services shall be resolved by Binding Arbitration. Costs of arbitration shall be borne by both parties.

\_\_\_\_\_  
Signature of Parent/Guardian  
Responsible Party #1 on application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian  
Responsible Party #2 on application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accounting Office

\_\_\_\_\_  
Date