

St. Joseph the Carpenter School Early Childhood Center
140 East 3rd Avenue
Roselle NJ 07203
(908) 245-0569

REGISTRATION/RE-REGISTRATION FORM 2017-2018 SCHOOL YEAR

Please **PRINT** the following information:

FULL NAME _____ **GRADE 2017-2018** _____ **BIRTHDATE** _____ **TUITION** _____ \$ _____

Please enclose the registration fee of \$85.00 (includes FACTS registration, school shirt and clothing box) for new students.

Re-registration fee for returning students is \$65.00.

The Early Childhood Program is open twelve months. The academic program is a ten-month (September-June) commitment; children are contractually committed to attend through June 2018. The registration/re-registration fee is non-refundable and separate from the tuition charge.

TUITION RATES

PK 2/3

Full Day (7am-6pm) \$728/month ¾ Day (8 am-2:45 pm) \$568/month ½ Day (8am-12 pm) \$468/month

PK 3/4

Full Day (7am-6pm) \$713/month ¾ Day (8am-2:45pm) \$553/month ½ Day (8 am-12 pm) \$453/month

PK 4 and PK 4+

Full Day (7am-6pm) \$693/month ¾ Day (8am-2:45pm) \$533/month ½ Day (8 am-12 pm) \$433/month

****Limited Availability for ½ day programs in all classes****

TUITION CONTRACT

I have read, understand and accept the Tuition Policy as outlined. Tuition for St. Joseph the Carpenter School Early Childhood Center is due on the 1st of each month. **Tuition for June 2018 must be paid in full by March 15, 2018.**

Parent/Guardian Signature

Date

PERSON RESPONSIBLE TO PAY TUITION, PLEASE PRINT

Name of Parent/Guardian

Address _____ Apt # _____

City _____ State _____ Zip _____

Home Phone () _____ Work Phone () _____

Cell phone () _____ Email address _____

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Parent Agreement

I am the legal guardian of _____

In order to record my understanding of my rights and responsibilities as parent, guardian, or custodian of the above named child who is enrolled in *St. Joseph the Carpenter School Early Childhood Center's* program, I agree to abide by the requirements written below and all policies set forth in the Parent Handbook.

In return for this promise of continual fulfillment of all policies, *St. Joseph the Carpenter School Early Childhood Center* agrees to provide care, for the above named child, who meets the standards and guidelines as set forth in the Parent Handbook.

The tuition fee for each child will be paid on the first of each month for that month. I understand that care will not be provided without this advance payment. I also understand that the academic program is a ten month commitment from September through June and children are contractually committed to remain through *Celebration* in June.

I understand that a registration fee of \$85.00 for new students is required at the time of registration. A re-registration fee of \$65.00 is due for returning students. Registration and re-registration fees are non-refundable.

I understand that FACTS Management Company will assume responsibility for managing tuition which is due on the first of each month for that month. A receipt will be given for all payments made in school. A \$25 late fee will be charged for accounts not paid by the 15th of the month. All tuition must be paid in full by the end of each month in order for my child to attend school in the new month. **Tuition for June 2018 must be paid in full by March 15, 2018.**

If my child is not picked up at the dismissal time of his/her program, I agree to pay the late charge as stated in the Parent Handbook. Excessive late pick-ups for part-time students will transfer to a full-time status.

I understand that there is a returned check fee of \$25 and checks will no longer be accepted if my check is returned from the bank. I also understand that tuition credit is not given due to any type of absence or school closing.

One month written notice to the Director is required if withdrawing a child from the *Early Childhood Program* or *changing the program hours*. If one month advance notice is not given, I agree to pay tuition for one month from the date notice is given.

Parent/Guardian's Signature

Date

**St. Joseph the Carpenter School Early Childhood Center
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Dear Parents,

All tuition is handled through FACTS Management.

Please be advised that tuition for June 2018 must be paid in full by March 15, 2018.

Tuition for September through May is due on the first of each month for that month. A \$25 late fee will be added to any payment not received by the 15th of that month. All tuition must be paid in full by the end of every month so that school attendance will not be disrupted.

Please sign, date and return this form.

Thank you for your co-operation.

Sincerely,

Director

I have read, understand and accept the tuition policy for St. Joseph the Carpenter School Early Childhood Center.

Child's name

Parent's signature

Date