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**August 2021 – August 2022
 REGISTRATION AND TUITION AGREEMENT**

It is our hope as the staff of First Beginnings to provide for your child the very best in a preschool experience cognitively, emotionally, spiritually, and socially. First Beginnings makes plans and commitments based upon this tuition agreement. It is in this spirit that this contract is entered into between First Beginnings and

Child's Name	Address	City	Zip
Father's Name	Driver's License Number	Social Security Number	Cell Carrier
Mother's Name	Driver's License Number	Social Security Number	Cell Carrier

On behalf of _____ for enrollment in the 2021-2022 school year.
 Child's Name _____ Date of Birth _____

****Estimated date of birth for prospective enrollment (if applicable)** _____

--Initial the following--

- _____ I understand:
 ~ First Beginnings and First United Methodist Church reserve the right to terminate this enrollment agreement made by a joint determination from the Administrative Staff of First United Methodist Church and First Beginnings. If that decision is made, immediate withdrawal will be necessary.
- _____ If a child has to withdraw for any reason:
 ~The Parents are responsible for the fulfillment of the tuition agreement unless and until the position vacated can be filled by another child
 ~A 30 day written notice of withdrawal must be submitted to the office and any outstanding balance paid in full. To disregard this policy and leave the center without proper notice the full tuition amount for the school year will be required
- _____ I understand:
 ~The tuition is due regardless of my child's attendance and due in advance of care
 ~First Beginnings is closed ten days for Christmas break (we try to follow the Caddo Parish schedule for this holiday). A yearly calendar that list all scheduled closing dates, holidays, and special events will be available at Back to School Night, additional copies can be obtained from the center office.
 ~Children cannot be dropped off between 11:30 am - 2: 00 pm
 ~Insufficient Funds charge: \$20.00. Tuition Express Insufficient Fund: \$25.00
 ~Late pick up charge is \$5.00 per minute after 5:30
- _____ I have received and read the Parent Handbook and agree with the policies, requirements, and regulations contained within.
- Are you a member of First United Methodist Church? _____ Yes _____ No
- Has either parent been convicted of a crime or arrested? _____ Yes _____ No If yes, which parent _____

Explanation _____

	Full Time / 5 Days	Early Drop Off
	7:30-5:30	7:00-7:30
	Monthly	Monthly
Infants – Toddlers – Twos	\$650.00	\$40.00/per child
Preschool – Pre-K	\$600.00	\$40.00/per child

~The commitment of First Beginnings is to furnish the physical plant and personnel to make available schooling or instruction for the student appropriate to the developmental level of the children.
 ~The specific dates of operation are determined at the discretion of First Beginnings. A separate holiday schedule is available in the office.
****TUITION FEES ARE DUE IN ADVANCE OF CARE: Payments must be paid in full by the 5th of each month or ½ paid the 1st & 15th of each month.** Either payment schedule is acceptable, and must be paid in advance of service before care will be made available.

INITIAL ONE OF THE TWO PAYMENT OPTIONS BELOW:

Payment Option #1:

_____ I, the undersigned, authorize First Beginnings to debit my bank account or credit card as indicated on the Electronic Funds Transfer Authorization Form to pay tuition fees. Tuition is due and payable on the 1st of the month in the amount of \$ _____ per month.

Signature _____ Date _____

Payment Option #2:

_____ I, the undersigned will pay the monthly tuition in advance, by check in the amount of \$ _____ per month. I decline the option to enroll in the Electronic Funds Transfer form of payment.

Signature _____ Date _____

The annual Registration/Supply fee of \$200.00 must accompany this form in order to guarantee a place for your child. Each year, in the spring, a two-week time period for Early Registration takes place for the upcoming school year. During this time frame, the annual Registration/Supply fee is discounted to \$150.00. You will be eligible for this lower fee at the end of your first year of enrollment when the Early Registration period takes place. **This fee is non-refundable.**

Receipt of this Tuition Agreement and fee is acknowledged and accepted.

Charlotte Rogers, Director _____ Date _____

****For prospective enrollment:** Estimated date of enrollment: _____
 In order to reserve a position for your child after the beginning day of our regular school year, full payment of the monthly tuition is due regardless of your child's future enrollment date. Example: School year begins August 1, your child is starting October 1, you are obligated to pay tuition for August and September to reserve your child's place in the classroom.