

Enrollment Options

I wish to enroll my child for

_____ 10 months (September – June)

_____ 11 months (September – July)

_____ 12 months (September – August)

*If enrolling after January, we request enrollments through the following school year unless an exception is arranged with the Director.

Explanation of Fees

Due at Enrollment: \$150 one-time Enrollment Fee \$100 annual Materials Fee
\$350 Tuition Deposit (applies to first month's tuition)

Community Service Fee: River Song School is a nonprofit organization and parent volunteering supports our staff and students. Parents of all children enrolled at River Song School shall work five (5) hours of community service per semester or ten (10) hours per year either on site, or at home (approved in advance). Parents will be billed an annual \$100 Community Service Fee in fall. This fee is reimbursed based on completion Community Service hours.

Withdrawal from School: In consideration for the timely payment of the annual Tuition, all fees, and compliance with the policies of River Song School as explained in the River Song School Parent Handbook, the Student may withdraw from School and terminate this agreement under the following conditions:

1. A written letter of intent to withdraw is submitted the School accompanied by a \$250 non-refundable withdrawal fee. This letter shall be effective on the first day of the calendar month following the date of submission ("the Effective Date").
2. Thirty (30) days from the Effective Date, the Student shall be considered to have voluntarily withdrawn from the School ("the Withdrawal Date").
3. Any payments due after the Withdrawal Date shall be cancelled, except any outstanding balances accrued up to the Withdrawal Date.
4. After the Withdrawal Date, semester and annual payments as well as any prepayments, shall be refunded to the extent they exceed any tuition due under this contract.
5. All fees, including the Initial Enrollment fee, First Month's Tuition and the Re-enrollment fee, are non-refundable.

Late payments: In the event any payment shall be more than 15 days late, River Song School shall have the right to withhold any and all services for the Student and/or parent. The tuition

and any other costs that have not been paid are due immediately. A late fee of \$25 will be strictly enforced on payments received after the 7th of the month.

Mandatory Withdrawal Policy: River Song School may temporarily exclude or permanently terminate a Student's enrollment as follows:

Upon two weeks' notice for the following reasons:

- Parental failure to abide by school policies and/or this Agreement.
- School's program is not meeting developmental or special needs of the Student as determined by the Director.

Immediate withdrawal without prior warning may result for the following reasons:

- An account that is past due for fifteen days and/or disregard of tuition policies
- A pattern of late pick-up as determined by the administration
- Health or behavioral reasons on the part of the Student
- Conduct of parent, guardian, or a Student that the school administration, at its sole and absolute discretion, determines is threatening to the well-being, safety, or stability of the students or staff.

Please check the payment plan you desire: Refer to the Tuition Rates posted on the website for assistance in calculating the amount due.

_____ **Single Payment Plan:** A single payment of \$_____, which represents the sum of the tuition plus before and/or after school options. This payment is due on or before September 1. I have the option of handling this payment by personal check or credit card through Paypal.

_____ **Semester Payment Plan:** Two equal payments of \$_____, which represent the sum of the tuition plus before and/or after school options. This first payment is due on or before September 1 and the second payment is due the first school day of January. I have the option of handling this payment by personal check or credit card through Paypal.

_____ **Monthly Payment Plan:** Ten, Eleven, or Twelve consecutive monthly payments of \$_____, which represent the sum of the tuition plus before and/or after school options. The first payment is due on or before and the remaining payments are due on the first day of each month, ending in June, July, or August. I have the option of handling this payment by personal check or credit card through Paypal.

School Fees already paid upon acceptance (non-refundable): \$_____

Total amount of tuition made payable to River Song School: \$_____