



Nursery School

Harpswell Community Nursery School

Learning through play and friendship

Enrollment Contract 2018-19

Welcome—or welcome back—to Harpswell Community Nursery School! This tuition agreement assures that the school will provide a high-quality early education program, and requires the parent to satisfy all financial obligations in a timely manner.

Student's Name: _____ **DOB** _____

Enrollment Status: _____ New Enrollment _____ Returning Student

The program operates Monday-Friday, 9 am-12 noon, September-June. In 2018-19, we will offer 2-day (T/TH) and 3-day (MWF) sessions w/extended days on Monday and/or Wednesday and/or Friday. Holidays, professional days and vacations occur in keeping with the SAD#75 calendar, except where noted otherwise. We follow the SAD#75 Winter Weather Cancellation Policy.

Tuition and Fees (2018-19)

Application Fee: \$30 for new students only, non-refundable, not applied to tuition ____

Tuition Deposit: \$100 **per student each year**, non-refundable, due with enrollment contract each year. If your child has completed a full school year, your deposit will be returned in the final month of school.

Session Options and Tuition Rates:

Please check one.

_____ **2-day (TTH)** **\$215/month**

_____ **3-day (MWF)** **\$295/month**

_____ **3-day with one extended day (M, W, or F):** **\$350/month**

indicate either _____ **M** or _____ **W** or _____ **F**

_____ **3-day with two extended days (M, W, or F)** **\$405/month**

indicate either _____ **M**, _____ **W** and/or _____ **F**

_____ **3-day with three extended days (MWF):** **\$460/month**

Payment Options (Please initial one of the following options)

(Tuition deposit of \$100 is returned in the final month of school.)

- _____ A. Pay in full—one payment due September 1st
- 2-day: \$2150
 - 3-day: \$2950
 - 3-day w/1 extended day: \$3500
 - 3-day w/2 extended days: \$4050
 - 3-day w/3 extended days: \$4600

- _____ B. Two semester payments due September 1st and February 1st
- 2-day: \$1075
 - 3-day: \$1475
 - 3-day w/extended day: \$1750
 - 3-day w/2 extended days: \$2025
 - 3-day w/3 extended days: \$2300

- _____ C. Monthly for 10 months, beginning September 1^{st*}
- 2-day: \$ 215
 - 3-day: \$ 295
 - 3-day w/extended day: \$ 350
 - 3-day w/2 extended days: \$ 405
 - 3-day w/3 extended days: \$ 460

*Once your child has completed a full school year, the \$100 deposit will be returned.

Agreement

The undersigned agrees to pay tuition and associated fees for the above-named child according to the provisions of this contract and the terms set forth. Signature(s) of custodial parent(s) and/or guardians are required.

Signature: _____ **Date:** _____

Name (Please Print): _____

Address: _____ **Phone:** _____

Signature: _____ **Date:** _____

Name (Please Print): _____

Address: _____ **Phone:** _____

HCNS TUITION POLICIES

Withdrawal Policy

In the event of a withdrawal of a child, the parent must notify the school in writing, by mail or by hand delivery to the Director. We request one month's notice for withdrawal, with exceptions made in cases of immediate re-location out of the area or withdrawal due to medical necessity. The \$100 enrollment deposit is non-refundable in the case of any withdrawal after signing the contract.

Delinquent Accounts

Tuition payments are due by the first of each month. In the event that payments are more than 90 days late, the school reserves the right to ask your child to leave the school until the account is brought current. If you are having trouble making tuition payments, please get in touch with the director sooner rather than later.

Scholarship Funds and Financial Hardship

HCNS has a limited amount of scholarship funds. If you have requested assistance, please be aware that what we can offer varies from year-to-year with the number of families requesting help, and the amount of money in our scholarship fund. If your family experiences unusual or unpredictable financial hardships, it is your responsibility to consult with the director and work out a plan for payment, which may include scholarship funds, if available.