

Sprout House, Inc.
A New Jersey Non-profit Corporation
200 Main Street
Chatham, New Jersey 07928
(973) 635-9658

REGISTRATION 2022-2023

Nursery School

September – June

Child's Name: _____ Sex: _____ M: _____ F: _____
Birthday: _____

Parent's Name: _____ Parent's Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Telephone: _____ Email Address: _____

Work/Cell Tel.: _____ Work/Cell Tel.: _____

School hours are half-day: 8:30AM – 12:30PM; or full-day 8:30AM-4:00PM*

Please select:

___ 5 full days \$1,285 per month, billed in 5 bi-monthly payments of \$2,570.

___ 5 half days \$800 per month, billed in 5 bi-monthly payments of \$1,600.

For the 2.5-3 year old, half-day class only, we offer 5-Day, 4-Day or 3-Day Schedule:

___ 5 half days \$800 per month, billed in 5 bi-monthly payments of \$1,600

___ 4 half days \$680 per month, billed in 5 bi-monthly payments of \$1,360

___ 3 half days \$530 per month, billed in 5 bi-monthly payments of \$1,060

Due at Registration:

Registration Fee: \$ 60.00 (Non-refundable**)

First Two Months Tuition: \$ _____

Total Due at Registration: \$ _____ (Non-refundable**)

Total Due Each 2 Months: \$ _____ (Non-refundable**)

(Nov/Dec, Jan/Feb, Mar/Apr, May/June)

Other Fees & Policies: Late pick-up.....\$20.00 each hour or part of hour in addition to the normal extended time rate per child. *Sprout House cannot accommodate a reduction in tuition hours without the expressed approval of the director and 60 days advance notice.*

*8:00 a.m.-8:30 a.m. is the window for student drop off. Extended day hours past 4 p.m. may be offered in fall 2022, but currently, due to Covid-19, there is no plan to offer extended day hours past 4 p.m.

The tuition deposited at registration and the tuition billed each two months are **nonrefundable unless we can fill the class from our waiting list. A \$75 administration fee will be applied to all qualifying refunds.

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A School for Children
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TUITION CONTRACT – Term: September 2022 – June 2023

Child's Name _____ **Bi-Monthly Payment** _____

Bi-Monthly Payment

I understand that the total bi-monthly payment per child is listed above, and it is non-refundable if I voluntarily withdraw my child. After the October/September deposit is paid, the remaining tuition is billed in four bi-monthly payments on October 1, December 1, February 1 and April 1. I agree to pay the bi-monthly payment on or before the TENTH OF THE MONTH. This is essential to the school's budget. A late fee of \$20.00 will be charged if payment is received after the 10th of the month.

If fees are not paid by the 15th of the month, Sprout House reserves the right to restrict the student's attendance until the outstanding fees are paid.

I understand that there will be no refunds for any absences, scheduled school closings, unscheduled emergency closings or any vacations.

I understand that the cost of programs may change due to changes in costs beyond the school's control.

I understand that my bi-monthly payment will cover only specific days and hours contracted.

I understand that receipt by the school of the first two months of tuition secures my child's class placement. ***The tuition deposited at registration and the tuition billed each two months are nonrefundable, unless the student's placement is filled from the waiting list. A \$75 administration fee will be deducted from all qualifying refunds.***

I understand that enrollment is on a first come, first served basis and enrollment is limited.

I understand that Sprout House cannot accommodate a reduction in tuition hours without the expressed approval of the director and at minimum 60 days advance notice.

Additional Fees

I agree to pay a non-refundable registration fee each time my child is newly enrolled. This includes a child who must be enrolled after withdrawing for the summer.

I understand that if I fail to pick up my child at the pre-arranged time there will be a \$20.00 late fee, in addition to the normal extended time rate per child.

I agree to pay a \$35.00 returned check fee.

Child-School Dynamics

I understand that my child's photo may be used for educational or promotional media, unless I opt out of photos.

In order to ensure a relaxed, stress-free atmosphere for all, children and parents are expected to behave in ways that demonstrate consideration for the rights and needs of others and to conform to all rules and regulations. I understand that failure to meet these expectations will lead to restrictions or expulsion. It is recommended that any possible behavioral concerns be discussed prior to enrollment.

It may be deemed necessary to expel a child because of behavior that is harmful to others or him/herself. The school reserves the right to terminate service, in which case a refund of unused tuition will be forwarded within 60 days. In some cases, a full developmental evaluation may be required to make that decision.

In lieu of developmental screenings, and in any case when the school deems it necessary, the school reserves the right to terminate service, in which case a refund of unused tuition will be forwarded within 60 days.

I understand that Staff exercises the utmost caution and care regarding the safety of the children. I will save and hold the Sprout House Staff Members and Board Members harmless in all situations.

The above terms are understood and agreed to, and I am enrolling my child pursuant to this agreement.

Parent's signature

Date

Director's signature

Date