

West Cobb Christian Academy

2012 – 2013 Financial Consideration Contract MMO and Preschool K4

Program
<i>please check the appropriate program & day(s) (if applicable)</i>
<input type="checkbox"/> Mother's Morning Out <input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Friday
<input type="checkbox"/> Toddler 1 <input type="checkbox"/> Toddler 2 <input type="checkbox"/> Preschool K3
<input type="radio"/> Preschool K4 <input checked="" type="radio"/> Tues, Wed, & Fri Only

I understand the following:

Application Fee is non-refundable and due at time of registration. Application Fee must be paid to initially reserve your child's space in the program.

I will take responsibility for the care of any books or materials that my child brings home. I understand I will be responsible for replacing any that are lost or damaged.

Registration fees are due at the time of registration. My spot is not guaranteed until that registration payment is made. Program fees are due at the first month of school.

Tuition payment reserves your child's space in the program. MMO and PreK4 tuition payments are due by the 1st Friday of each month. No refunds will be given for days missed due to illness, holidays, etc.

All field trips (in and out of school) are paid through the program fees.

Payment can be made in the form of cash, personal check, credit cards (through Paypal, with 3% convenience fee), money order or cashier's check. Please make checks or money orders payable to West Cobb Christian Academy or WCCA. There is a returned check fee of \$40.00. More than one returned check will require cash payments for all future transaction.

Late Payments are subject to a \$20 late charge. Students will be placed on Financial Suspension if their account is 30 days delinquent. After 60 days, the child will be removed from school. All tuition and fees that are owed must be paid or the account will be turned over to school board attorney for handling. All court and legal costs from the collection process will be paid for by your family.

Mother's Morning Out and Preschool K4 programs have a 2 week trial period for each child. The trial period begins the day your child is scheduled to start the program. Either party may terminate your child's enrollment within the trial period with 24 hours' notice, with or without cause. If care is terminated during the trial period, a refund of up to 50% of your first month's tuition will be given to you along with a refund of any tuition paid in advance for months in which the child is no longer enrolled. No refund will be given for time prior to terminating your child's enrollment. Your registration and application fee is not refundable. Your child must attend at least one day in order to use the 2 week trial period offer.

Students formally withdrawn from WCCA are eligible for a refund of any tuition paid in advance for months in which the child is no longer enrolled. Tuition payments for the current month and past months are non-refundable. All mandatory Program Fees are non-refundable. Written notice must be given to WCCA in advance in order to formally withdraw a student. Mother's Morning Out and Preschool K4 require a 30 day prior notice. Payment for those 30 days is required no matter when the student's exit occurs. Financial accounts must be in good standing to be eligible for a refund. During the summer months, a 45 day notice is required to withdraw. You will be required to pay half of the first month's tuition if you withdraw in the summer.

Late Pickups are subject to a charge of \$1.00 per minute that your child is at school past pickup time. This must be paid the following day to ensure your child's space in the program. Three Late Pickups will put your child on Enrollment Probation and further Late Pickups will result in removal from the school.

West Cobb Christian Academy reserves the right to re-evaluate any child or family's continued participation in this program to determine that the program can adequately meet the needs of the child or family. Failure to abide by any of these policies may result in termination. Unless the child is a danger to himself or the other children in care, a two week notice will be given and there will be no refund of fees, or monthly tuition for the current month and past months.

I have read and agree to abide by all terms stated in this contract. I also understand the terms and conditions may change as needed. I understand that I will be notified of such changes with at least two weeks' notice.

Date

Signature of Father/Legal Guardian

Date

Signature of Mother/Legal Guardian

NOTE: The signature of both parents/legal guardians are required on the Financial Consideration Contract unless a custody agreement is on file. This contract must be renewed each school year.

2732 Macland Road • Marietta, GA 30064 • 770-359-8754 • info@westcobbchristian.org • www.westcobbchristian.org

Last

First

Student Name