



*To awaken within each child an inspired learner*

4614 RAVENSWORTH ROAD, ANNANDALE, VA 22003  
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**ENROLLMENT CONTRACT  
2012-2013**

FULL NAME OF STUDENT: \_\_\_\_\_ BOY: \_\_\_ GIRL: \_\_\_  
AGE: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_  
HOME ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ HOME PHONE \_\_\_\_\_

FULL NAME OF FATHER: \_\_\_\_\_  
BUSINESS ADDRESS: \_\_\_\_\_  
BUSINESS PHONE: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

FULL NAME OF MOTHER: \_\_\_\_\_  
BUSINESS ADDRESS: \_\_\_\_\_  
BUSINESS PHONE: \_\_\_\_\_ OCCUPATION \_\_\_\_\_  
E-MAIL: \_\_\_\_\_

I hereby enroll my child \_\_\_\_\_, as a student of Hope Montessori School, for the school year beginning September 2012. I agree to pay the annual fees as follows:

**REGISTRATION FEE: A Non - Refundable \$150.00 Registration Fee for those entering Hope for the first time is due with the application.**

**TUITION: The tuition --\$7,000.00 for the 1st child & \$6,250.00 for each sibling.**

- \* One month tuition deposit equal to 10% of the yearly tuition \$7,000.00 (\$700.00 for the first child enrolled and \$625.00 for each additional sibling) is due with this contract, As soon as possible This deposit is refundable upon request, in the event of withdrawal of application **by May 30, 2012.**
- \* Beginning September 1, I agree to pay the balance of the annual tuition monthly thereafter (dividing the balance into nine equal payments) by the tenth of each month. There will be a late charge of \$25.00 if the monthly tuition payment is not received by the 10th of the month.
- \* If my child enters school after the beginning of the school year, I agree to pay the tuition cost for the month he/she is enrolled and the remaining tuition as outlined above.

**ENRICHMENT CLASS FEE: The Enrichment Class fee for the 4 year old children will be \$3,600 per school year and is payable in the following manner:**

- \* In its entirety by September 10th
- \* In two payments of \$1,800  
1st payment due on 10th of Sept. 2012  
2nd payment due on 10th of Jan. 2013

**KINDERGARTEN FEE: The Kindergarten fee of \$4,100.00 is due for all the Kindergarten Children and is payable in the following manner:**

- \* In its entirety by September 10th.
- \* In two payments of \$2,050.00.  
1st payment due on 10th of Sept. 2012  
2nd payment due on 10th of Jan. 2013

**MILK FEE: The milk fee of \$300, (or the prorated amount) for the K.G. and the Enrichment class children is due in its entirety by the 10th of the month that the child starts the program.**

**For the children re-enrolling for the next school year -If no notice is received prior to May 30th, 2012, the student will be considered enrolled for the upcoming school year. No tuition refund will be made after May 30, 2012.**

**EXTENDED DAY CARE:**

If my child is also enrolled in the Extended Day Care Program, I understand that I will be billed at the beginning of each month for the costs incurred during the previous month and I agree to pay the costs of the program by the 10<sup>th</sup> of the month.

The cost of the Extended Day Care will be \$11.00 for the first hour, \$22.00 for two hours, \$33.00 for three or more hours, i.e. \$33.00 per day. \$165.00 per week. Children staying through the lunch hour (12:00 – 1:00 p.m.) will be charged for one hour of Extended Care at \$11.00 and \$2.00 for the cost of lunch, for a total of \$13.00.

The cost of the Extended Day Care Program during the two weeks of Christmas, the Winter break, Spring break and Summer Fun Care of 2012, will be \$35.00 per day.

I also understand that the Extended Day Care hours are from 7:30 a.m. through 6:00 p.m. and that an early / late fee of \$1 for every minute will be charged for violation of the prescribed hours.

The school reserves the right to dismiss or suspend any student from the school and /or Extended Day Care Program, whose academic progress is deemed unsatisfactory or whose conduct is deemed detrimental to the good order or reputation of Hope Montessori School, or in the sole discretion of the Administrator.

In consideration of the reservation of a place in the school for the year named, I agree to comply with the terms herein and be bound by the conditions expressed.

Should it become necessary for the school to institute legal proceedings to collect any amounts due under the contract, I / we agree to pay a 20% attorney fee, court costs, and any other incidental expenses in connection with such legal proceedings.

Neither the School Board, its Officers, Employees and Agents, nor Hope Lutheran Church, its Pastor, Trustees, Vestry, Officers, Employees and Agents shall, in any case, be liable for any loss or damage sustained by the Parents or the Child, or any guests there of in or about the premises of the School or said Church, or while participating in a school related activity, whether by way of injury to their persons, including death or loss or damage to their property, arising out of any cause whatsoever; and the parents agree to defend and save harmless the said School Board, School, Church, Pastor, Trustees, Vestry Officers, Employees and Agents from any claim of demand which may hereafter be asserted against any of them by or on the behalf of said child, arising out of such injury, damage or loss. This clause shall be of no force and effect with respect to any claim covered by insurance and shall be construed to relieve any insurance carrier from any duty to pay, adjust, or defend any claim whatsoever.

**WITHDRAWAL FROM SCHOOL:** I understand that I (we) must submit to Hope Montessori School a written letter of intent to withdraw my (our) child sixty days in advance of my own action. Hope School will determine the date of withdrawal and provide me (us) with a written confirmation of receipt of intent to withdraw. I (we) understand that if my (our) child is in attendance for even one day of any given month and that the child’s account will be debited for that entire month. All children are enrolled for the full ten months school year. A sixty days notice of withdrawal will be required before December 31, 2012. No allowance will be made for **any reason** after January 1, 2013. The tuition will be paid in full after January 1st. **No adjustment of tuition or fees will be made by the school for absences, withdrawal, or dismissal.**

**PAYMENTS.**

The tuition is paid one month in advance. There is no billing for the tuition. There is a billing for the Day Care on the first of the following month for the previous month. ALL PAYMENTS MUST BE MADE BY THE TENTH (10 TH) OF THE MONTH. A PENALTY OF \$ 25 WILL BE APPLIED AND STRICTLY ENFORCED FOR ANY PAYMENT RECEIVED AFTER THE DUE DATE AND FOR ANY BANK RETURNED CHECKS.

**KINDERGARTEN AND ENRICHMENT PROGRAM CHILDREN:**

The child will start the Kindergarten program in September if the child is five years old by the 31<sup>st</sup> of Sept. The four years old children may start the Enrichment program in September.

**I HEREBY VERIFY THAT I HAVE READ ALL OF THE FOREGOING AND UNDERSTAND THE CONTENTS.**

SIGNATURE OF FATHER: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF MOTHER: \_\_\_\_\_ DATE: \_\_\_\_\_

STUDENT ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_