



## Little Farmers Academy

### TUITION AGREEMENT

Child's Name: \_\_\_\_\_ Tuition Amount: \_\_\_\_\_

Tuition is structured to provide consistent, quality care while making payments simple for families.

#### Tuition Rates

- Tuition is a flat monthly rate based on the average number of scheduled attendance days.
- Full-time and part-time options are available.
- Tuition will be prorated for mid-month enrollments.
- Sporadic absences (e.g., sick days, occasional vacations) will not result in adjustments.
- Holidays and emergency closure days are already included in the monthly rate.

#### Part-Time Scheduling

- Part-time schedules are set and reserved based on the days selected at enrollment.
- Scheduled days may not be changed without a minimum of two (2) weeks' written notice, subject to availability and approval.
- No adjustments will be made for sporadic schedule changes, missed days, or temporary swaps.
- Make-up days, trading days, or rescheduling missed days are not permitted.

#### Payment Schedule

- Initial Payment: Due before your child's first day.
- Monthly Tuition: Due on the 1st of each month.
- Payment Options:
  - Brightwheel (bank account or credit/debit card; processing fees may apply)
  - Payment at the center via credit/debit card

#### Late Payments

- Reminder Notice: Sent by the 5th of the month if payment is missed.
- Late Fee: A \$25 fee applies if tuition is not received by the 10th.
- Non-Payment:
  - Your child's spot will be held for 10 business days if tuition is unpaid.
  - Your child may return within this period once the full balance is paid.
  - After 10 business days, enrollment will end, and the spot may be offered to a family on the waitlist.
  - Re-enrollment is possible if space is available, the full account balance is paid, and the next month's tuition is paid in advance. Automatic bank withdrawal for future payments will then be required.

#### Late Pick-up Fees

- Late pick-up fees are \$1.00 per minute, per child, beginning immediately after the center's scheduled closing time.
- Fees are calculated per minute and are due at the time of pick-up or added to the next tuition invoice.
- Repeated late pick-ups may result in additional fees or termination of care.

**\*\*Please turn over to continue\*\***

## Vacation & Medical Leave

- Tuition adjustments may be requested for absences of two weeks or longer (e.g., extended vacation, medical leave, or family emergencies).
- Notice Requirement: Please provide at least two weeks' written notice for planned absences.
- Exceptions to the notice requirement may be granted for emergencies such as unexpected medical treatment, job loss, or a death in the family.
- All adjustments are at the discretion of the center director.

## Additional Fees

- Returned Payment Fee: Up to \$25 for checks returned due to insufficient funds.

## Withdrawal

- Families who wish to withdraw from the program are required to provide a minimum of two weeks' written notice prior to the intended withdrawal date.
- Tuition charges remain due and payable for the full two-week notice period, regardless of attendance during that time.
- Failure to provide the required notice will result in tuition charges being assessed in lieu of notice.

I have read and understand the terms of the tuition policy and agree to pay the monthly tuition as noted on billing invoice and according to the schedule.

Child's Name: \_\_\_\_\_ Tuition Amount: \_\_\_\_\_

Scheduled start date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_