



Summer 2021 Parent-School Tuition Policy & Agreement

Early Childhood Education Program

*Required to Complete Online Registration

1. Child and Parents'/Guardians' Contract, Policies Agreement, Billing & Payment Information (one per family)

Date _____

Parent/Guardian 1 Name _____ Parent 2 Name _____

Parent 1 Soc. Security # -- ***REQUIRED*** Parent 2 Soc. Security # -- ***REQUIRED***

Address _____

Street address City/Town State Zip Code

Child 1 Name _____ Program/Class _____ Weekly Schedule _____ Weekly Tuition \$ _____

Child 2 Name _____ Program/Class _____ Weekly Schedule _____ Weekly Tuition \$ _____

Child 3 Name _____ Program/Class _____ Weekly Schedule _____ Weekly Tuition \$ _____

Total Number of Summer Weeks Registered _____ Total Tuition \$ _____

NON-REFUNDABLE Registration Fee paid at enrollment \$ _____ Date _____ Ck./Receipt # _____ Credit Card _____

First Tuition Payment \$ _____ Date _____ Ck./Receipt # _____ Credit Card _____

Summer tuition is based on the number of weeks and days selected, up to a total of 44 days over a 9-week program (closed July 5th for holiday observed). Non-refundable registration fee due at registration. Tuition is divided into **2 payments** with the first payment due no later than June 15th, and 2nd payment due no later than July 15th. Tuition is due in advance of attendance. A **Late Fee of \$25.00** will be added after 1 week with no payment received for these listed billing dates. If payment is not received by 15 days after the two due dates of June 15th and July 15th, your child may not continue attending school until **payment for the complete summer program** is received. Habitual lateness in payments will cause to dis-enroll your child from BNS. Return check charge is \$30.00.

CHOICE OF TUITION SCHEDULE

- Option #1: Summer Tuition divided into two equal payments due June 15th and July 15th.
- Option #2: Pay total Summer Tuition in one payment by June 15th.

CUSTOM OPTION

- Subsidy: Please check if you receive a child-care subsidy and attach a copy of the contract to this form. You are responsible for payments by June 15th and July 15th of copay and supplement charges not covered by the child-care subsidy.

INDICATE PAYMENT METHOD SELECTION

- A: Pay online with credit card at BNS's Parent Portal at www.MyProcare.com (No fee for online credit card payments)
- B: Bill pay set up by you and your bank to automatically send checks made out to Beachwood Nursery School
- C: Tuition payments by check/ money order mailed to 1014 Pinewald Road, Beachwood, NJ 08722

2. School Closure

If we are mandated by the State of NJ, the Dept of Children & Families, the Office of Licensing, and/or the Dept. of Health to close our school or individual classroom(s) due to a public health emergency for a period of less than 2 calendar weeks, there will be no tuition refund. This allows us to pay our dedicated staff and maintain our school so we can quickly reopen. Our goal is to remain open to serve the families that need child care during periods of emergency health crisis.

3. Receipt of Information, Policies Agreement and Personal Guarantee to Pay

- I/We understand that each parent/guardian of the child/children enrolled at Beachwood Nursery School must sign the Parent-School Policy on an annual or seasonal basis attesting that I/we are both jointly and separately liable for my/our child/children's school tuition and any unpaid balance.
- I/We each acknowledge, by signing below, that I/we have each read and agree to the tuition fee policy, school policies, handbook(s), and Office of Licensing Information to Parents and Policies on Communicable Disease/Medication, Expulsion, Release, Technology/Social Media, provided online at www.beachwoodnurseryschool.com/policies-procedures.
- I have received a Universal Health Form & understand it needs to be submitted annually along with a record of immunizations (or School Age Health Statement).
- In the event of a medical emergency and a responsible person cannot be reached, I authorize school personnel to give/get emergency care for my child. In the event of a community disaster, I authorize Beachwood Nursery School staff to evacuate my child.
- I/We understand past due tuitions referred to our collection agency will include collection fees not to exceed 40% of the claim amount.

**Both parents' signatures are required.

Signature of Parent/Guardian 1** _____ Date _____

Signature of Parent/Guardian 2 ** _____ Date _____