

# OAK FOREST MONTESSORI SCHOOL

2000 Greenleaf Street, Longview, Texas 75605 (903) 297-0634

## INFANT/TODDLER CONTRACT 2022-2023 SCHOOL YEAR

STUDENT'S NAME \_\_\_\_\_ DOB \_\_\_\_\_ Female \_\_\_\_\_

ADDRESS \_\_\_\_\_ Male \_\_\_\_\_  
(Street or P. O. Box) (City) (Zip)

PARENTS' NAMES \_\_\_\_\_

PHONE: Dad Work \_\_\_\_\_ Mom Work \_\_\_\_\_

Dad Cell \_\_\_\_\_ Mom Cell \_\_\_\_\_

Dad E-mail \_\_\_\_\_ Mom E-mail \_\_\_\_\_

Comments: \_\_\_\_\_

This contract is entered into by the parents/guardians of: \_\_\_\_\_  
and THE OAK FOREST MONTESSORI SCHOOL. Both parties agree to the following:

1. This is a contract, lasting from August 2022 to May 2023. **All tuition fees will be paid as usual regardless of child's attendance with respect to illness, vacation, school holidays, etc.**
2. School holidays will coincide with those observed by local public school systems whenever possible.
3. Parents must provide their own milk/lunch and feeding schedule.
4. Supply fees will be due in two installments. \$250 will be due when contract is given and the second fee of \$250 will be due August 1, 2022. **These fees are non-refundable and are separate from the summer supply fees. (please note this is a change from previous years)**

5. Tuition for enrollment in morning classes or extended day is as follows:

**Please circle which program you prefer.**

| NUMBER OF<br>DAYS PER WEEK | MONTHLY TUITION<br>MORNING CLASSES<br>8:00am – 12 Noon<br>5<br>\$630.00 | MONTHLY TUITION<br>EXTENDED DAY<br>7:00am-6:00pm<br>\$755.00 |
|----------------------------|---|--|
|----------------------------|---|--|

6. Fees are due on the 1<sup>st</sup> of each month. A \$50 charge will be assessed on all accounts ten days past due. Fees that are 30 days past due will result in the student being dropped from enrollment.
7. Children will be assessed a late pick-up charge of \$10 for the first 5 minutes and \$1 per minute for any additional time.
8. There is a \$50 service charge for an insufficient check.

**Fees shown apply to all children entering the school.**

9. I understand this contract is binding and a 30 day notice must be given in the event I'd like to withdraw my child from enrollment. I understand failure to provide 30 day notice will result in the following month's tuition being due.

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

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Beth Carter, Director

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Signature of Parent/Guardian

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Date

**A parent handbook will be given at the time  
of enrollment.**