

# OAK FOREST MONTESSORI SCHOOL

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

## PRE-PRIMARY CONTRACT 2024-2025 SCHOOL YEAR

PLEASE PRINT CLEARLY

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

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

1<sup>ST</sup> GUARDIAN NAME \_\_\_\_\_ 2<sup>ND</sup> GUARDIAN NAME \_\_\_\_\_

PHONE: G1 Work \_\_\_\_\_ G2 Work \_\_\_\_\_

G1 Cell \_\_\_\_\_ G2 Cell \_\_\_\_\_

G1 E-mail \_\_\_\_\_ G2 E-mail \_\_\_\_\_

**Please circle** below the days your child will attend.

<b>MORNING CLASSES: (8am-11:45am)</b>	2 DAYS	M-T,	Th-F
	3 DAYS	M-W,	W-F
	5 DAYS	M-F	

<b>FULL DAY CLASSES: (8am-2:45pm)</b>	2 DAYS	M-T,	Th-F
	3 DAYS	M-W,	W-F
	5 DAYS	M-F	

<b>EXTENDED CLASSES: (7am-5:30pm)</b>	2 DAYS	M-T,	Th-F
	3 DAYS	M-W,	W-F
	5 DAYS	M-F	

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

\_\_\_\_\_

\_\_\_\_\_

A parent handbook is available on the OFMS website.  
[www.oakforestschool.com](http://www.oakforestschool.com)

OFMS/PrePrimary Contract

This binding 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 binding contract, lasting from August 2024 to May 2025. **All tuition fees will be paid as usual regardless of the child's attendance with respect to illness, vacation, school holidays, etc.**
- 2. 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** \_\_\_\_\_

- 3. School holidays will coincide with those observed by local public school systems whenever possible.
- 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, 2024. **These fees are non-refundable and are separate from the summer supply fees.**
- 5. Tuition for enrollment is as follows:

DAYS PER WEEK	MONTHLY TUITION MORNINGS	MONTHLY TUITION FULL DAY	MONTHLY TUITION EXTENDED DAYS
2	\$480	\$545	\$575
3	\$515	\$590	\$660
5	\$570	\$670	\$730

- 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.**

\_\_\_\_\_  
Beth Carter, Director

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date