



## Enrollment Contract 2023-2024: Preschool Level

**Welcome to Magnolia Montessori Academy! By enrolling your child here, you are entering into an agreement with us to ensure the best possible educational experience for your family. We agree to provide a high quality Montessori education. You agree to be continually involved in your child’s life and learning, to participate in parent orientation and education, and to satisfy all financial obligations set forth herein in a timely manner.**

**As the parent or guardian of \_\_\_\_\_, I do hereby acknowledge that I am aware of, and the above named student and I will adhere to, the following policies of Magnolia Montessori Academy:**

1. The above named student is enrolled for the entire school year; or, if s/he enters after the beginning of the school year, for the remainder of the school year.
2. Tuition is an annual fee. There is no credit for absences or holidays. Please indicate the program(s) in which your child was selected in your acceptance email, along with the payment option.

*Pre-K 3 = Students under age four before September 1*

*Pre-K 4 = Students under age five before September 1*

*Kindergarten = Students age five, on or before September 1*

<p><b>Pre-K 3- Preschool Day</b> \$6,000 8:15-12:15</p> <p> <input type="checkbox"/> \$5,950 – Annual Payment (\$50 discount)  <input type="checkbox"/> \$550 – 10 Monthly Payments         </p>	<p><b>Pre-K 3 – Extended Day</b> \$8,000 8:15-2:45</p> <p> <input type="checkbox"/> \$7,900 – Annual Payment (\$100 discount)  <input type="checkbox"/> \$750 – 10 Monthly Payments         </p>
<p><b>Pre-K 4- Preschool Day</b> \$6,000 8:15-12:15</p> <p> <input type="checkbox"/> \$5,950 – Annual Payment (\$50 discount)  <input type="checkbox"/> \$550 – 10 Monthly Payments         </p>	<p><b>Pre-K 4 – Extended Day</b> \$8,000 8:15-2:45</p> <p> <input type="checkbox"/> \$7,900 – Annual Payment (\$100 discount)  <input type="checkbox"/> \$750 – 10 Monthly Payments         </p>

3. A non-refundable enrollment deposit of \$500.00 is due with this agreement on or before the close of business stated in your acceptance email. This deposit assures the student a place in the appropriate class in August and is applied towards the annual tuition amount due.
4. A late pick up fee of \$ 1.00 per every minute late will apply. Please notify us as soon as possible if you are running late.
5. Annual payments must be paid in full by **August 1st**. Scheduled monthly payments must be made on or before the first of the month commencing **August 1st**.

Initial here: \_\_\_\_\_

<b>Fees</b>	<b>Remarks</b>	<b>Amount</b>	<b>Applicable to and Due</b>
Enrollment deposit Pre-K 3, Pre-K 4	Non-refundable, applied towards annual tuition due	\$500	All Pre-K3 and Pre-K 4 students by date in acceptance letter
Application Fee Pre-K 3, Pre-K 4	Non-refundable	\$100	All new Pre-K 3 and Pre-K 4 students with application
Late Payment Fee	Late fee calculated based on the number of days after the first of the month	\$5 per day	With tuition payment
Supply Fee		\$125	Due first week of school
Late Pick-up Fee	Please call us if you are running late	\$1 per minute	

6. Parents/ Guardians are responsible to fulfill **20 volunteer service hours** per school year. The educational model at Magnolia Montessori Academy is based on a two-way partnership. It requires an investment of trust, cooperation, time and energy in support of each child’s education. All hours must be completed prior to the last day of school.
7. A family representative is strongly encouraged to attend parent education sessions & parent conferences during the school year.
8. The school may offer extra-cost field trips, activities or special programs not included in the routine school schedule tuition & fees.
9. A healthy snack for the classroom must be provided approximately once per month.
10. Parent(s)/ guardian(s) give express consent to MMA, or any agent acting in its behalf, to secure and provide any medical and dental attention that may be necessary at the discretion of MMA for the above named student during a period when the undersigned cannot be contacted by telephone. Parent(s)/ Guardian(s) further agree to assume complete financial responsibility of any medical expenses incurred on behalf of the student under these conditions.
11. If, in the opinion of the Lead Montessori Teacher and the Principal a student indicates by his/ her behavior that s/he is not ready or adaptable for a Montessori program, or any circumstances that would interfere with the health, safety, or educational development of the student, other students, faculty or staff, the school shall have the right to exclude any student from attendance, temporarily or permanently, under any circumstances deemed. Prepaid, unused tuition will be refunded on a pro-rated basis, less the Application Fee, Supply fee, and the Enrollment Deposit, which shall be non- refundable, when withdrawal of a student is due to the decision of the Principal. Future re-admittance shall be at the discretion of the Principal.
12. Withdrawal of a student because of a decision of the parent(s)/ guardian(s) does not relieve the parent(s)/ guardian(s) from compliance with this Enrollment Contract.
13. Magnolia Montessori Academy reserves the right to change or revise any policy pertaining to the operation of the school with 30 days notice.
14. The Enrollment Contract may only be amended by written document signed by both parties.

### Signature Page and Acknowledgement

**I understand the conditions of this Enrollment Contract and acknowledge receiving a copy. I also understand the above conditions pertaining to enrollment in Magnolia Montessori Academy and no other commitments, verbal or otherwise, were made.**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Magnolia Montessori Academy Principal

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Parent or Guardian

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Parent or Guardian

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