



# Tuition Agreement 2020-2021

This agreement is between Center Grove Montessori LLC and the parent(s)/guardian(s) of

\_\_\_\_\_ (print Child's full name).

Tuition can be paid in the following ways: Annually - due in August. Semester - due August and January. Monthly-collected August through May. The tuition schedule is for the academic year commencing in August and ending in May for each year a student attends Center Grove Montessori School. All additional fees owed to the school are considered separate from tuition payments, however, follow the same agreement.

Smart Tuition is used to pay tuition and all fees. Families are responsible to pay an annual fee directly to Smart Tuition. Families will be designated a due date by the school upon enrollment.

Payments for tuition and other fees are to be made in full and by the due date. All late fees are the responsibility of the enrolled family. If payment or alternative arrangements, approved by the school, are not made by the due date, the student will be asked not to return to school as of the second day for which a balance remains. A student's spot may be immediately filled if tuition is unpaid for more than two days. A student may return to school at the discretion of the School Director and is based on availability when full payment has been made to a delinquent account.

Changes and updates to a student's Smart Tuition account may be made by the school at any time and families will be informed via email before the payment due date.

Families will be sent to a third-party collection agency if the balance of the account in Smart Tuition exceeds \$1,000 or payments are more than 30 days past due.

A 30-day written notification of withdrawal or a one-month payment of tuition and fees is required if a student's exit from the school is necessary before the end of the school year. If proper notice is not given, 60-day tuition and fees will be collected.

Refunds are not given for fees paid. Families who have paid tuition in advance may receive a refund only after proper notification has been received by the School Director. Should the school decide to unenroll a student; the family is released of any further financial obligation as of the date determined by the school.

It is the responsibility of the families to communicate their financial needs and changes with the School Director to help avoid any additional fees or immediate withdrawal of a student from school.

This agreement applies to each student enrolled at Center Grove Montessori.

I hereby agree to the terms of this agreement.

Mother/Guardian (Print Name) \_\_\_\_\_

Driver's license # \_\_\_\_\_ Employer \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Father/Guardian (Print Name) \_\_\_\_\_

Driver's license # \_\_\_\_\_ Employer \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_