



Vidyarambh

Admission Agreement 2020/2021

2931 El Camino Real
Santa Clara CA 95051
Phone: 408-758-8192
www.vidyarambh.org

This is an admission agreement between Vidyarambh and the parent(s) or guardian(s) of the child named below:

Child's Name: _____ Date of Birth: ____ / ____ / ____

Please initial each section listed below, then sign and date the last page.

_____ **REGISTRATION FEE:** I/We understand that the \$200.00 registration fee is non-refundable and that if I withdraw my child **prior** to the fall school year, my child is not guaranteed a spot for the 2020/2021 school year.

_____ **MATERIAL FEE:** I/We understand that an annual, non-refundable, Material Fee of \$150.00 shall be paid on the first day of school for my child or by Aug 15th for continuing child.

_____ **PAYMENT OF TUITION:** I/We understand that monthly tuition is due and payable on the first of every month that my child is scheduled to attend with the exception for first month, where the tuition will be due on the first day of school. Rates are based on your program of choice and do not change due to the number of days attended

_____ **LATE OR UNPAID TUITION:** If payment in full is not received by 5th of the month, I/We agree to pay a late payment fee of \$25 per day. Accounts will become delinquent if not paid by the 10th of the month. The school cannot guarantee a child's spot will be held when a child is withdrawn due to non-payment of tuition. Any unpaid tuition fees may be sent to a third-party collection agency.

_____ **LATE PICK-UP FEE:** I/We understand that if I/We fail to pick up my child by the scheduled program ending time, I/We will be charged a late fee until the child is picked up. For a full time program, pick-ups beyond 6:30 pm incur a fee of \$1.00 for every minute. For part time and school day programs pick-ups after scheduled pickup time with 10 mins grace period incur a fee of \$1.00 for every minute.

_____ **WITHDRAWAL POLICY:** I/We understand that I must provide a 30 day written notice of withdrawal from the program. If this notification is not provided, I agree to pay all tuition and fees for one month, whether or not my child attends.

_____ **RETURNED CHECKS:** I/We understand that a processing fee of \$35 will be charged to my account for all checks which are returned for any reason and this fee is in addition to any charges that my bank or financial institution may charge me. If more than 2 checks are returned within a six-month period, I/We will be required to pay by cash or money order.

_____ **REFUND POLICY:** I/We understand that there will be no refund for illness, holidays, vacations, scheduled closures, and/or any emergency school shut down days

_____ **PRORATED TUITION:** I/We understand that a tuition is based off of 20 calendar days of care per school month and will be prorated for first and last month.

_____ **SCHEDULE CHANGES:** I/We understand that all schedule changes require a 2-week written notice given to the office prior to schedule change date.

_____ **TUITION CREDIT REFERRALS:** I/We understand that a credit of \$200.00 for tuition is offered for each new child that is referred to the Vidyarambh preschool school after the new family has been enrolled for 3 months. Referral name must be on new family's original registration form.

_____ **MULTI CHILD DISCOUNTS:**I/We understand that a sibling tuition discount is offered for each additional child from my family who enrolls in Vidyarambh preschool program. Full tuition is charged to the highest tuition child enrolled. Discounts for 2nd child is 10% discount and 3rd or more children are offered 12% discount.

_____ **TUITION RATE CHANGES:**I/We understand that all tuition rates are subject to change following a 30 day written notice.

_____ **EXTENDED VACATIONS:** I/We understand that unless tuition is paid in full during extended vacations/travel classroom placements cannot be held.

- **I/We have received a copy of the current Tuition and Financial Policies document.**
- **I/We have read and agree to abide by Vidyarambh policies as stated in this Admission Agreement.**
- **I/We have received and agree to read and abide by the current Parent Handbook which is intended to supplement this agreement.**
- **I/We understand that failure to comply with the Vidyarambh policies and procedures may be cause for dismissal.**

Parent / Guardian 1 Name

Signature

Parent / Guardian 2 Name

Signature

Vidyarambh Director

Date