

New England Preschool Academy, Inc. APPLICATION FOR ENROLLMENT

1				
Student	PREFERRED NAME	FIRST NAME	MIDDLE NAME	LAST NAME
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	FIRST DAY OF ENROLLMENT	ADULT(S) CHILD LIVES WITH		CHILD'S DATE OF BIRTH
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Family	PARENT'S FIRST NAME	LAST NAME	SOCIAL SECURITY NUMBER	CELL PHONE
Information	HOME ADDRESS	CITY	STATE ZIP	HOME PHONE
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Friends)	ADDRESS	CITY STATE ZIP	ADDRESS	STATE ZIP
	HOME PHONE	WORK PHONE	HOME PHONE	WORK PHONE
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New England Preschool Academy, Inc. Parent Agreement

- 1. Tuition payments are due in advance each Friday for the following week.
- Late payments will be charged a 10.00 dollar fee each week if the tuition is not received by noon Thursday of the current week.
- Registration fees are due on a yearly basis. These costs cover all administrative costs, as well as
 dues and subscriptions for special circulars, magazines or other educational material ordered for
 the classrooms.
- 4. Every child is to be picked up no later than 6:00 PM each day, and only those who are on the authorization forms will be allowed to take the child from the center. If there is a change in the person picking up the child, the parent will call the school ahead of time to notify the director and classroom teacher of the change. Children may not be dropped off at the center before 6:30 AM.
- 5. All late pick-up and late payment fees are the responsibility of the parent. If tuition is unpaid for three full weeks, it is the center policy to disenroll the child until all fees have been paid.
- 6. The school will be given a one week written notice if a child will be disenrolling. All fees to the time the children leave the center are the responsibility of the parent.
- 7. Medications may not be sent in for children in a bottle or cup, as this is a state health violation and puts the other children at risk.
- 8. If there is a parental dispute in progress involving custody or visitation, the center must be provided with legal paperwork regarding rights of the noncustodial parent, for pickup purposes. The center does everything within legal limits to follow parents wishes. However, if a potential problem arises, the authorities and custodial parent will be contacted immediately, and the staff and children in the center will not be placed at risk.
- 9. All legal and collection fees incurred for nonpayment of tuition is the responsibility of the parent.
- 10. There is no tuition adjustments for illness, scheduled holidays, vacation weeks, or emergency closings. If the family disenrolls, they are responsible for the full tuition payment for the final week of enrollment, regardless of attendance.

I have read and agree to the terms and conditions set forth in the New England Preschool Academy's Parent Handbook and Agreement.

TAC HTRU	Parent Signature		
My child may be photographed for center publicity purpos	140H7E42B 82A 10		