

REGISTRATION FORM

2023-2024 School Year- Part Day Program

Tuesday, September 5th, 2023 – May 23rd, 2024
9:00 A.M. – 2:00 P.M.



9111 Haverstick Road
Indianapolis, IN 46240
O: 317-575-6508
F: 317-342-7625
Website: Golove.org/ecc
Email: ecc@golove.org

CHILD INFORMATION

Name: _____

Birthdate: _____ Gender: M F

CONTACT INFORMATION

Address: _____

Siblings Attending: _____

PARENT INFORMATION

Mother: _____

Phone: (_____) _____

Email: _____

Father: _____

Phone: (_____) _____

Email: _____

Primary Parent/Phone in case of Emergency: _____

REGISTRATION INFORMATION

Tuition due by the 10th of the Month. A \$10 late fee will accrue on the 11th day, if unpaid.

Parent's Day Out 2's <i>24 months by 9/1/23 (class size 12)</i> ____ Monday ____ Tuesday ____ Thursday	REG/SUP FEE \$130	ACT FEE \$60	TUITION 1 Day- \$155 2 Days- \$295 3 Days- \$395 Monthly Fee
PRESCHOOL 3's <i>3 years and Fully Potty Trained by 9/1/23 (class size 18)</i> ____ Tuesday/Thursday ____ (Optional) Monday	REG/SUP FEE \$130	ACT FEE \$80	TUITION \$295/Month \$395/Month
PRE K CLASSES 3-day or 4-day option <i>4 years by 9/1/23 (class size 18)</i> ____ Monday/Tuesday/Thursday ____ Monday, Tuesday, Wednesday, Thursday	REG/SUP FEE \$130	ACT FEE \$80	TUITION 3 Days \$395/Month TUITION 4 Days \$495/Month

**FINAL PLACEMENT WILL BE DETERMINED BY THE ECC OFFICE.
PLEASE READ AND SIGN THE REVERSE SIDE TO COMPLETE REGISTRATION**

CONTRACTUAL AGREEMENT

2023-2024 School Year - Part Day Program



Please read the following carefully regarding your child's school account and payment responsibilities.

By signing this form, I agree to the following plan for my child's tuition and fees to secure my child's registration for the 2023-2024 School Year.

1. REGISTRATION/SUPPLY FEE and ACTIVITY FEE DUE within 24 hours of turning in this form and receiving invoice in Brightwheel. These fees are non-refundable.
2. DUE BY 5/1/23- MAY 2024 TUITION DEPOSIT, non-refundable and will be applied to your final May 2024 tuition.
3. REGULAR TUITION PAYMENT DUE by the **10th of each month beginning 9/10/23.**
Any tuition payment received after the 10th of each month will incur a \$10 late fee.
4. All Tuition and Fees are paid by invoice on your **BRIGHTWHEEL APP**. Billing plans are set up under the youngest child's account.
5. Registration and Prepayment fees for the next school session cannot be accepted if my school account is not current.
6. I agree to giving at least two week's written notice to the office prior to withdrawing my child from ECC. If less than 2 weeks notice is given, I will be responsible for paying that current month's tuition fees.
7. If my account falls in arrears, ECC will issue three warnings and then have the right to immediately end this agreement and pursue collections. The center operates solely on the tuition fees of our families to meet our expenses.
8. Tuition Fees are subject to change at the discretion of the center. Parents will be given two weeks notice prior to the change in fees. Such notice will be deemed to be given when (1) notice sent home with child or after emailing the custodial parent.
9. In families where divorce is present or occurs during the school year, the school will require a copy of the custody agreement to have on file. The school will expect payment from the custodial parent.
10. The person who signs this form is entering into this contract with the Early Childhood Center and becomes responsible for any and all fees incurred by the child participating in this program.

Parent signing this form is responsible for this contract.

Parent Name (Print): _____ **Date:** _____

Parent Signature: _____