



UM/Canterbury Preschool
High Quality Care and Excellent
Early Childhood Education Program
PARENT CONTRACT

2009-2010

I. ENROLLMENT

Our child, _____, is enrolled in the full day program

(8:30 am -5:30 pm) beginning August 1, 2009 and ending

(Check one) _____ May 31, 2010 (school program) ***

_____ July 31, 2010 (school and camp program)

***Should you choose to switch to the school and camp program, acceptance will be based on space availability. Notification is required by January 31, 2010.

II. TUITION

We agree to pay tuition as follows on the first day of each month from August 1, 2009 through

(circle one) May 31, 20010/ July 31, 2010:

A. Base Tuition (Check one) One child

UM Older sibling Tuition**

(Community students not eligible for UM sibling discount)

Infant (under 1 by 8/ 31) **\$680** _____ **\$646** _____

Toddler (under 2 by 8/31) **\$680** _____ **\$646** _____

Preschool 1(under 3 by 8/31) **\$657** _____ **\$655** _____

Preschool 2 (under 4 by 8/31) **\$635** _____ **\$604** _____

PreKindergarten (under 5 by 8/31) **\$635** _____ **\$604** _____

B. Community Fee (non UM) \$40.00 per child \$ _____ per month

C. Before and After Care

Before and/or after care must be selected for the length of this contract (Cost per month; check as appropriate):

Extra Early Care (7:00am-7:30am)	\$40.00 _____ per month
Early Care (7:30am-8:30am)	\$50.00 _____ per month
After Care (5:30pm -6:00 pm)	\$40.00 _____ per month

None _____

D. TOTAL TUITION (sum A, B, C) _____

III. LATE PICKUPS

We understand that UM/Canterbury Preschool follows state guidelines concerning the number of children who may be present in a classroom at any given time. We specifically agree to adhere to the times set for our child’s attendance in this contract.

Absolutely no children will be allowed to be dropped off in their classroom before their designated time of 8:30 a.m.

Failure to pick up a child before or at 5:30 p.m. on time will result in a Late Pick-up Penalty. This penalty is due regardless of your reason for being late.

The rates for Late Pickup Penalty per child are as follows:

0 - 4 minutes	Grace period
5 minutes	\$20.00
6 - 30 minutes	\$3.00 per minute
31 or more minutes	\$5.00 per minute

Chronic offenders may be asked to withdraw from the Preschool with the loss of their security deposit.

IV. FEES.

We understand that UM/Canterbury is a 12-month operating preschool, with the option of selecting a 10-month term. We understand and agree that we are obligated to pay full tuition for each and every month of this contract (i.e., from August 1, 2009 to May, 31, 2010/July 31, 2010), regardless of whether our child is absent due to illness, vacation or our decision to withdraw from UM/Canterbury.

We understand and agree that if our child is a PreKindergarten student, we are responsible for the entire tuition amount and will pay UM/Canterbury that amount in the event UM/Canterbury do not receive reimbursement for our child under the Voluntary PreKindergarten Program.

Families who select the school year program and who intend to return for the 2010-2011 school year are required to submit their August tuition no later than May 31, 2010 in order to hold their place.

We agree to pay an annual non-refundable registration fee of \$125.00 for current full-time UM faculty, students and staff, \$225.00 for non UM community.

We agree to pay a one-time nonrefundable admission fee of \$500.00 upon initial acceptance of a place at UM Canterbury Preschool.

V. LATE TUITION PAYMENTS

We understand that **tuition must be paid on time even if our child is absent due to illness or vacation. We understand that tuition is due on the first business day of each month. We agree that a late payment fee of \$25.00 will be charged for all tuition received in the Business Office after 5:00 PM on the 5th business day of each month.** In the event the school is not open on these days, we agree tuition will be paid in the Business Office no later than 5:00 PM on the last business day **before** these dates.

A fee of \$40.00 will be charged for a returned check. Two returned checks will require tuition and all other costs to be paid by money order. If tuition is not paid within 30 days, the Director will ask that your child be withdrawn and (if applicable) our security deposit will be forfeited.

VI. ADMISSION POLICY

First, in spring there will be a designated period for priority enrollment for currently registered students who are children of full time UM faculty, students or staff and whose accounts are in good financial standing. Families with accounts in arrears will not receive enrollment packages.

Second, immediately after the priority registration deadline of April 15, 2009, siblings who are children of full time faculty, students or staff will be enrolled according to availability. Third, enrollment of full time UM faculty, student or staff children from the waiting list will begin. Fourth, currently registered community students may enroll; however, this is on a year-by-year basis and there is no guarantee that a place will be available in succeeding years.

Current parents who are full time UM faculty, student or staff and who do not complete enrollment by the priority registration deadline will forfeit their child's place; if they wish to reapply, they will be placed on the waiting list as of the date of their reapplication.

Eligibility requirements are as follows:

Employee: Any full time employee of the University of Miami, the Preschool or the Chapel of the Venerable Bede.

Administrators: Any full time University of Miami administrator.

Faculty: Any full time University of Miami faculty.

Students: Any full time University of Miami undergraduate, graduate, medical or law student.

UM Board of Trustees: Any UM Board of Trustees member.

Chapel Affiliation: Any pledging member of the Chapel of the Venerable Bede.

Community: Not currently full time faculty student or staff. Priority may be given to alumni or former UM in that order (Only upon availability; community families will not receive sibling preference.

At registration, parents will receive a registration packet with required documents and Parent /Classroom Handbook(s). We understand and agree that our child may not attend UM/Canterbury until all of the required paperwork, including but not limited to, state required immunization forms, have been completed and given to UM/Canterbury.

VII. HEALTH INSURANCE

Insured's name

Insurer

Policy number

VIII. AUTHORIZATION FOR PAYROLL DEDUCTION

Tuition may be paid by payroll deduction by the University of Miami. An authorization for Payroll Deduction Form may be obtained from the Business Office. We understand and agree to pay tuition on time whether or not the University completes its process on a timely basis.

IX. ACCEPTANCE

I/We have received copies of the UM/Canterbury Preschool Parent Handbook and the Classroom Handbook and agree to comply with all the policies and provisions in them.

I/We have read and agree to comply with all the policies of UM/Canterbury Preschool and to comply with the provisions of this contract.

I/We understand and agree that no modification of this contract is valid unless signed by the Executive Director.

Signature Date

Home Address _____

Home Phone# _____

Office Address

Office Phone # _____

Cell Phone # _____

E-Mail Address _____

Signature Date

Home Address _____

Home Phone _____

Office Address _____

Office Phone # _____

Cell Phone # _____

E-Mail Address _____