

Discovering Minds Child Development Center, Inc.
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www.discoveringmindscdc@gmail.com
"Enriching Minds One At A Time"



Tuition Agreement for Subsidy Families

Child's Name _____ **Date of Birth** _____

Mother's Name _____ **Father's Name** _____

Guardian Name _____ **Relationship to Child** _____

Payment for my child's program is due on Monday of each current week as specified in the current rate schedule there is no grace anymore. Tuition is payable according to the tuition schedule whether or not my child attends. A \$10 per day late fee will be added for all non-payments and this will be enforced so do not become upset when it is placed on your account. If tuition and/or late fees are not paid by Friday then I understand that my child cannot return to care the following Monday until paid. Do not request for Ms. Val the answer is No. Discovering Minds Parent Handbook can be downloaded from www.discoveringmindscdc.com (parent/guardian signature) _____

Weekly Tuition Amount\$ _____ Weekly Parent Share of Cost (Co-Pay) Amount\$ _____ Non-refundable Annual Registration Fee\$ _____ Weekly TWC Reimbursement Amount\$ _____ Weekly Amount Discovering Minds discounts for subsidized care\$ _____ Effective Date _____

In the event of a NSF check or ACH Return, a \$40 NSF check penalty will be added to my account. Additional late payment fees will also be added upon receipt of a returned payment. If Discovering Minds receive 3 or more NSF checks or ACH returns in a one-year period of time, your enrollment may be terminated. (parent/guardian initials) _____

Our program is open Monday through Friday from 6:30 am to 5:30 pm. Discovering Minds is only licensed by the Texas Department of Family and Protective Services to care for children during these specified times. If I am late picking up my child, a \$1a minute late penalty will be charged to my account. Late penalties must be paid to Discovering Minds before the child can return to care. Regular attendance is imperative to your child's education. If your child will be absent, you agree to notify Discovering Minds by 9:00 am each day. Failure to notify Discovering Minds will result in a \$5 No Call Penalty per day. (parent/guardian initials) _____

During summer months an activity fee may be charged. Activity fees are for additional activities outside our normal planned curriculum. Parents will be notified 10 days in advance of activity fee activity. (parent/guardian initials) _____

Discovering Minds chooses not to get involved in custody disputes. In the event a court order is on file, Discovering Minds will not acknowledge which party is responsible for payment of tuition fees These arrangements must be coordinated between the two parents. Late fees and withdrawal guidelines will still apply regardless of which parent is responsible for tuition fees. (parent/guardian initials) _____

In the event I choose to end my relationship with Discovering Minds and withdraw my child a 30-day notice will be given.(parent/guardian initials) _____

Proper attendance tracking is imperative to the safety of the children enrolled. All parents are required to sign their children in and out each day. When a family fails to sign their child in or out, a \$5 penalty will be applied to your account for each occurrence.(parent/guardian initials) _____

School Age Children: Discovering Minds has strict policies on before and after school pick up. The safety of your child and the other children being picked up is top priority. Because of this, you agree to notify Discovering Minds by 2:00 pm each day if your child will not be picked up at their elementary school. If you fail to notify Discovering Minds, you agree to pay a \$15 No Call Penalty. On days that the children are not in school, a \$10 per day in-service fee will be charged. (parent/guardian initials) _____

Tuition is due whether my child attends or not. If my child is absent for an entire week the parent is still responsible for that week full tuition rate. Your child only receives 1 one week vacation after they have been in attendance with us for one year, please do not ask for a discount one will not be given.(parent/guardian initials) _____

Parent Signature

Date

Director Signature

Date

