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**August 2018 – August 2019**  
**REGISTRATION AND TUITION AGREEMENT**

It is our hope as the staff of First Beginnings to provide for your child the very best in a preschool experience cognitively, emotionally, spiritually, and socially. First Beginnings makes plans and commitments based upon this tuition agreement. It is in this spirit that this contract is entered into between First Beginnings and

Parent's Name	Address	City	Zip
Father's Name	Driver's License Number	Social Security Number	Cell
Mother's Name	Driver's License Number	Social Security Number	Cell
On behalf of _____		for enrollment in the 2018-2019 school year.	
Child's Name	Date of Birth		

**\*\*Estimated date of birth for prospective enrollment (if applicable)** \_\_\_\_\_

**Initial the following**

- Reasons for withdrawal/cancellation of the tuition agreement include moving out of town, health, or joint determination between the Director and Parents that First Beginnings does not meet the child's needs.
- I understand:
  - ~ Cancellation of enrollment and your child's placement in the classroom can be jointly determined by the administrative staff of First United Methodist Church and First Beginnings. If that decision is made, immediate withdrawal of your child will be necessary.
- If a child has to withdraw for any reason:
  - ~The Parents are responsible for the fulfillment of the tuition agreement unless and until the position vacated can be filled by another child.
  - ~A 30 day written notice of the withdrawal must be submitted to the director and balance paid in full, including the 30 day notice period, at time of withdrawal.
- I understand:
  - ~The tuition is due regardless of my child's attendance
  - ~First Beginnings is closed ten days for Christmas break (we try to follow the Caddo Parish schedule for this holiday). For a complete list of all scheduled closing dates for holidays and a listing of special events come to the office
  - ~Children cannot be dropped off between 11:30 am - 2:00 pm
  - ~Insufficient funds charge is \$20.00. Tuition Express Insufficient fund charge: \$25.00
  - ~Late pick up charge is \$5.00 per minute after 5:30
- I have received and read the Parent Handbook and agree with the policies, requirements, and regulations contained within.
- Are you a member of First United Methodist Church?  Yes  No
- Has either parent been convicted of a crime or arrested?  Yes  No. If yes, which parent \_\_\_\_\_  
 Explanation \_\_\_\_\_

	Full Time / 5 Days	Early Drop Off
	7:30-5:30	7:00-7:30
	Monthly	Monthly
Infants – Toddlers – Twos	\$650.00	\$40.00
Preschool – Pre-K	\$600.00	\$40.00

The commitment of First Beginnings is to furnish the physical plant and personnel to make available schooling or instruction to the student appropriate to the developmental level of the child. The specific dates of operation are determined at the discretion of First Beginnings. A separate holiday schedule is available in the office.

**INITIAL ONE OF THE TWO PAYMENT OPTIONS BELOW:**

**Payment Option #1:**

\_\_\_\_\_, I, the undersigned, authorize First Beginnings to debit my bank account or credit card as indicated on the Electronic Funds Transfer Authorization Form to pay tuition fees. Tuition is due and payable on the 1<sup>st</sup> of the month in the amount of \$\_\_\_\_\_ per month.

\_\_\_\_\_  
 Signature Date

**Payment Option #2:**

\_\_\_\_\_, I, the undersigned will pay the monthly tuition by check in the amount of \$\_\_\_\_\_ per month. I decline the option to enroll in the Electronic Funds Transfer form of payment.

\_\_\_\_\_  
 Signature Date

**The annual Registration/Supply fee of \$200.00 must accompany this form in order to guarantee a place for your child. This fee is non-refundable.**

Receipt of this Tuition Agreement and fee is acknowledged and accepted.

\_\_\_\_\_  
 Charlotte Rogers, Director Date

**\*\*For prospective enrollment:** Estimated date of enrollment: \_\_\_\_\_  
 In order to reserve a position for your child after the beginning day of our regular school year, full payment of the monthly tuition is due regardless of your child's future enrollment date. Example: School year begins August 1, your child is starting October 1, you are obligated to pay tuition for August and September to reserve your child's place in the classroom.