



## ENROLLMENT CONTRACT

It is my/our desire to have my/our children enrolled in the preschool program at **Mandala Montessori**. I/We have reviewed a copy of the **Mandala Montessori** policy handbook located on the website. I/We also understand that my/our child is being accepted on a month trial basis. During this time, the staff will make observations and evaluations pertaining to the child's ability to adapt to the preschool surroundings. Unless otherwise notified, the child/children will be accepted and permanently enrolled. I/We further understand that if the policies outlined in this handbook were not adhered to, it would be sufficient cause for the removal of the child/children from the preschool program. I/We also agree to give a minimum of one month written notice of my/our intent to withdraw my/our child/children from the program. If one month's notice is not given, I/we agree to make full tuition payment for the final month.

Please initial next to each item to indicate you understand and agree to these policies.

\_\_\_\_\_ I/We understand that there is a non-refundable \$350 deposit that goes toward your first month's tuition and holds the spot for my child to be enrolled at Mandala. It will not be returned to me/us should we decide not to enroll at Mandala.

\_\_\_\_\_ I/we understand that I/we must provide a completed medical form to the preschool.

\_\_\_\_\_ I/we understand that my child must be toilet trained to be enrolled at Mandala.

\_\_\_\_\_ I/we understand the program fees are \_\_\_\_\_ for school weeks and same for vacation weeks.

\_\_\_\_\_ I/we understand payment is due, ½ on the 1<sup>st</sup> and ½ on the 15<sup>th</sup> of the month. Late fees are \$2 per day.

\_\_\_\_\_ I/we have contracted the days of \_\_\_\_\_ through \_\_\_\_\_ from hours of \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ I/we understand the late pickup/early drop off fee is \$15.00 plus \$1.00 per every minute late.

\_\_\_\_\_ I/we understand the illness policy. \_\_\_\_\_ I/we understand the meal policy.

\_\_\_\_\_ I/we understand we are contracting for (please circle) year round or school year only arrangements.

\_\_\_\_\_ I/we understand the behavior policy and I/we have read and shared the preschool rules with my/our child/children.

\_\_\_\_\_ I/we understand the returned check policy.

\_\_\_\_\_ I/we have read and understand the photograph policy.

\_\_\_\_\_ I/we have read and understand the field trip policy.

\_\_\_\_\_ **Mandala Montessori**

\_\_\_\_\_ Date

\_\_\_\_\_ Parent

\_\_\_\_\_ Date

\*note that this information can be found in our Parent Handbook located on our website [mandalamontessori.com](http://mandalamontessori.com).  
Under handbook section enter password "graceandcourtesy"