



Training Wheels Preschool Inc.

Where good beginnings never end

65 West Cotati Ave ~ Cotati ~ CA ~ 94931 ~ (707) 795-3527

License #493001421 ~ www.trainingwheelspreschool.com ~ twheelspreschool@sbcglobal.net

Child's Name _____ Birthday _____ Gender _____

Address _____ E-mail _____

Father's Name _____ Occupation _____

Mother's Name _____ Occupation _____

Home Phone _____ Father's Work _____ Mother's Work _____

Marital Status of Parents _____ Num. Siblings _____ Ages _____

Days Per Week Enrollment _____

Monday Tuesday Wednesday Thursday Friday

Arrival Time _____ am Departure Time _____ am/pm

Green Frogs / Blue Butterflies

Monthly Rates

	2 Days a Week	3 Days a Week	5 Days a Week
Preschool 8:30am – 11:30am	\$310.00	\$425.00	\$575.00
Part-time (includes preschool) 8:30am – 3:00pm	\$530.00	\$600.00	\$800.00
Full-time 8:00am – 4:00pm	\$585.00	\$700.00	\$915.00

Yellow Stars / Red Balloons Monthly Rates

	2 Days a Week	3 Days a Week	5 Days a Week
Preschool 8:30am – 11:30am	\$300.00	\$415.00	\$550.00
Part-time (includes preschool) 8:30am – 3:00pm	\$525.00	\$555.00	\$760.00
Full-time 8:00am – 4:00pm	\$550.00	\$675.00	\$880.00

Extra prepaid and scheduled time when available:

\$36.00/day (8:30-11:30) ~ \$78.00/day (8:30-3:00) ~ \$96.00/day (8:00-4:00) ~

Extra hours paid daily: \$12.00/hour

Effective June 2010

Tuition Agreement

1. I understand that the tuition is based on a yearly rate and pro-rated monthly for convenience. We offer a year round program.

2. I undertake to pay a monthly installment of \$_____, due in advance on or before the first of each month. **A late fee of \$15.00 per day will be charged after the fifth of the month.** If tuition and late fees are not paid in full by the tenth of the month, your child will have to be terminated from the program. I understand that this amount covers my child _____'s schedule of:

_____Preschool (8:30am to 11:30am)

_____Part-time (includes preschool, 8:30am to 3:00pm)

_____Full-time (8:00am to 4:00pm)

3. I understand that any additional drop in time will be charged at a rate of \$12.00 per hour. Any extra care must be cleared ahead of time with the director and is payable daily.

4. In case of withdrawal, I agree to notify the school in writing 30 days in advance and I am responsible for tuition that month whether or not my child attends. I also understand that **no refunds, credits or switching of days are granted when my child is absent from school or on holidays.** Training Wheels Preschool can modify this tuition agreement with 30 days notice.

5. I understand that the annual registration fee of \$100.00 for the first child and \$75.00 for each subsequent child must be paid upon enrollment to the school and paid again each year during the re-registration period. ALL returning children must re-register in June. Any child enrolling between May 1st and August 31st will not be required to re-register or pay the re-registration fee until the next June. **Registration fees are not refundable.**

6. After four consecutive months of attendance a child may take up to one week vacation per year without charge, providing 30 day WRITTEN notice has been given. This vacation time needs to be taken in a weekly increment, and is to be used when your child is absent. This time is lost if not used and is renewed on each anniversary date of your child's start date.

Anyone who chooses not to attend for more than two weeks must either continue paying tuition or will be considered as a withdrawal. Re-entry into the program is dependent upon space availability and will require a new registration fee.

7. There will be a \$25.00 late fee for children picked up after 4:00pm and \$15.00 for every 15 minutes after that until the child is picked up. After 4:15pm children may be taken to an emergency care giver and notification of address will be posted on the door. Parents are expected to call the school if they will be late; however, late fees will still be charged. Late fees must be paid directly to the teacher on duty when the child is picked up.

8. A fee of \$12.00 per hour will be charged for children who are picked up more than 5 minutes after their scheduled time during preschool hours. Pre-arranged extra time will be charged at a rate of \$12.00 per hour.

9. We are closed the following holidays: The last week of August through Labor Day (Teacher work days), Veterans Day, The Wednesday before Thanksgiving, Thanksgiving Day, the Friday after Thanksgiving, Winter Break in accordance with the Cotati/Rohnert Park School District, Lincoln's Birthday, Presidents Day, Martin Luther King Day, The Friday before Easter at 11:30am and the week after Easter for Spring Break, Memorial Day, and the Fourth of July. If a holiday falls on a Tuesday we will be closed on Monday. If the Holiday falls on a Thursday we will be closed on Friday.

10. In the event of an emergency/natural disaster, we will follow the lead of Rohnert Park/Cotati school district closures.

11. I have read, understand and agree to abide by this tuition agreement with Training Wheels Preschool. I have had the opportunity to ask any questions.

Signature _____ Date _____

Effective June 2010