



Early Termination & Withdrawal Policy

This policy outlines the procedures and financial terms related to withdrawal or early termination from Curie Preschool programs.

PRESCHOOL PROGRAM WITHDRAWAL POLICY

Parent(s)/Guardian(s) agree that if they decide to withdraw their child from the program for any reason, the following policies will apply:

1. A 30-day written notice is required to receive a 100% refund of any remaining prepaid tuition balance.
2. A 14-day notice is required to receive a 50% refund of any remaining prepaid tuition balance.
3. If written notice is not provided at least 14 days in advance, no refund will be issued for remaining prepaid tuition.
4. Refunds apply only to prepaid tuition for future attendance periods that have not yet been used.
5. Registration fees and materials fees are non-refundable.
6. Any discounts, promotional rates, sibling discounts, waived fees, or special tuition adjustments previously applied may be removed or recalculated when refunds are processed.
7. Tuition payments are not refundable for absences, holidays, illnesses, vacations, emergency closures, inclement weather closures, or dismissal from the program. Parent(s)/Guardian(s) remain responsible for tuition and fees due during the applicable notice period.

SUMMER CAMP WITHDRAWAL POLICY

Parent(s)/Guardian(s) agree that if they decide to withdraw their child from the Summer Camp program for any reason, the following policies will apply:

1. A 30-day notice is required to receive a 100% refund of remaining prepaid summer camp tuition.
2. A 14-day written notice is required to receive a 50% refund of remaining prepaid summer camp tuition.
3. If written notice is not provided at least 14 days in advance, no refund will be issued for remaining prepaid summer camp tuition.
4. Refunds apply only to prepaid tuition for future unused camp weeks.
5. Summer Camp registration fees and materials fees are non-refundable.

6. Any discounts, promotional rates, sibling discounts, waived fees, or special tuition adjustments previously applied may be removed or recalculated when refunds are processed.

SCHOOL TERMINATION RIGHTS

Curie Preschool reserves the right to terminate enrollment due to nonpayment of tuition or fees, repeated late pick-up, failure to comply with school policies, unsafe or disruptive behavior, failure to cooperate with school staff or administration, or situations in which the program cannot reasonably meet the child’s educational, developmental, behavioral, or safety needs within available staffing and resources.

PARENT/GUARDIAN ACKNOWLEDGMENT

I/We acknowledge that I/we have read, understood, and agree to comply with the Curie Preschool Early Termination & Withdrawal Policy.

STUDENT INFORMATION

Child’s Name: _____

Program/Class: _____

Location: Herndon South Riding

PARENT/GUARDIAN SIGNATURES

Parent/Guardian Signature: _____

Printed Name: _____

Date: _____

Parent/Guardian Signature: _____

Printed Name: _____

Date: _____