



# CCA - Early Learning Center

## Enrollment Agreement

School Year \_\_\_\_\_

*"Anyone who welcomes a little child . . . welcomes me (Luke 9:48)*

Child's Name

Date of Birth

Program

Enrollment Date

\_\_\_\_\_

**Scheduled Attendance** The days and times I wish to enroll my child are as follows:

Days	Start Time	End Time	Comment
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

\* Preschool hours are from 8am-4:00pm (AY2022-23)

I/We agree to pay a monthly tuition of: \_\_\_\_\_

**\$100 Enrollment Fee** is due at registration: \_\_\_\_\_

**Fee Policy** (Please initial that you have read and agree to each statement)

- I agree to keep my account current according to the agreed upon schedule above \_\_\_\_\_
- Payments are due prior to services rendered \_\_\_\_\_
- Tuition is not subject to discounts for holidays, emergency closures, or absences \_\_\_\_\_
- A \$25 late fee may be added to my account if I am more than one week late on payments \_\_\_\_\_
- Billing statements are sent out prior to the 1st of each month for which payments are due \_\_\_\_\_
- If my child is not picked up by the 4:00pm closing time, I will be charged a \$5 late pick up fee for each additional 5 minutes required. \_\_\_\_\_

**Please see other side for additional agreements**



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### Other Agreements

- I confirm that my child is fully **potty trained** and able to go to the bathroom without any assistance.
- I understand and agree that it is my responsibility to familiarize myself with and abide by the policies and procedures in the ELC Parent Handbook
- I authorize CCA to use any photograph of my child or myself participating in class, activities, or events, for promotional and/or advertising purposes, including brochures, social media, newspaper, etc, without compensation
- I understand I need to keep the school apprised of all changes to emergency information, and I will make such changes in writing immediately
- I understand I must sign my child in and out each day and provide my signature weekly
- I give permission for center personnel to apply sunscreen & insect repellent, which I will supply
- I give permission for center personnel to apply creams/lotion/vaseline, which I will supply
- I understand the ELC, at Cornerstone Christian Academy, exists to create a Godly sense of family for the children in our care. We seek to build strong relationships with our families within a Christ-centered community of faith.

I certify that I have read, understand, and accept all terms and conditions described in this agreement.

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Parent Signature

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Date