

## CHARLEVOIX CHILDREN'S HOUSE, INC.

### *2022/2023 Montessori School Year TUITION AGREEMENT CONTRACT for 5-Day Program*

This is to confirm my intention to enroll (child's name) \_\_\_\_\_ (D.O.B.) \_\_\_\_\_  
in the selected program for the 2022/2023 Montessori school year at Charlevoix Children's House, Inc.  
(Each child requires a separate contract.)

**PLEASE CHECK THE PRIMARY MONTESSORI PROGRAM DESIRED:**

Five Mornings: (8:00—11:30)	\$394.14/monthly	\$ 3941.28/ annual
Five School Days: (8:00 - 3:00)	\$614.46/monthly	\$ 6145.50/ annual

**PLEASE CHECK LUNCH HOUR CARE OR EXTENDED CHILDCARE CONTRACT DESIRED:**

Lunch Hour Care pick-up time at 12:45 p.m.	\$88.85/monthly	\$889.44/annual
Daily pick-up time up to 4:30 p.m.	\$88.85/monthly	\$889.44/annual
Daily pick-up time up to 5:30 p.m.	\$177.70/monthly	\$1777.86/annual

**PLEASE INDICATE THE PAYMENT PLAN DESIRED:**

FULL-PAYMENT PLAN: One Single Payment due 9/1/2022(5% discount)
TEN-MONTHLY PAYMENTS: First Payment Due 9/1/22, the balance is due in 9 monthly payments, on the 1st of each month ending 6/1/23. Payments made directly through QuickBooks are subject to a processing fee.

The Montessori method requires the teacher to give extensive time to the preparation of the learning environment before, during and after the classroom schedule. It is the many hours of preparation that enables us to continue to present a quality program. CCH will strive to provide each child's absorbent mind the opportunity to build themselves to their fullest potential.

**TERMS:**

1. In accepting this Agreement, the undersigned accepts the responsibility for tuition for the full school year. The annual tuition is not subject to adjustments for temporary absences, including those caused by accident or illness of the student.
2. The First-time Family Enrollment Deposit of \$200.00, due with Enrollment Application, will hold a classroom position for a contracted school year. Deposit may be requested upon completion of the last family member to attend CCH, providing the account is in good standing. The enrollment deposit will be forfeited if the student is withdrawn prior to the completion of the contracted school year. Enrollment Deposit and Tuition Agreement Contract for fall enrollment is due by May 1st.
3. All accounts must be paid in full each month. Invoices for Hourly Childcare are billed monthly, due upon receipt. Tuition payments will be recorded and a statement of account will be mailed monthly.
4. When accepting the Ten Monthly Tuition Payment Plan, payments are due on the 1st of every month beginning September 1, 2022, and ending June 1, 2023. When an account becomes 30 days past due, it will be charged a 5% penalty on the past due amount, calculated monthly. When an account becomes 60 days past due, the child will be temporarily suspended from attending school until the account is brought current.

Please direct any inquiries to:  
Amanda Evans, Board President

Charlevoix Children's House, Inc.  
08700 Mercer Blvd., Charlevoix, MI 49720

CCH #/leave message  
(231) 547-5599

