



RE-ENROLLMENT AND TUITION AGREEMENT FORM N.J.A.C. 10:122-6.8

ACADEMIC YEAR: 2018-2019

Student's Name: _____ Birthday: _____
 Home Address: _____ Home Phone: _____
 City: _____ State: _____ Zip: _____

Please, select the class/service in which you are re-enrolling your child.

CLASSROOM/AGES	HALF DAY 7:30a.m. - 12:00p.m.	FULL DAY 7:30a.m. - 3:30p.m.	EXTENDED DAY 7:30a.m. - 6:00p.m.
Infants 3 months to 1 year old	N/A	<input type="checkbox"/> \$21,780 (monthly \$1,815)	<input type="checkbox"/> 2 Days a week \$16,500 (monthly \$1,375) <input type="checkbox"/> 3 Days a week \$19,140 (monthly \$1,595) <input type="checkbox"/> 5 Days a week \$23,760 (monthly \$1,980)
Early Preschool 1 to 2 years old	<input type="checkbox"/> \$14,200 (monthly \$1,420)	<input type="checkbox"/> \$16,950 (monthly \$1,695)	<input type="checkbox"/> \$19,150 (monthly \$1,915)
Preschool 2 to 3 years old	<input type="checkbox"/> \$13,200 (monthly \$1,320)	<input type="checkbox"/> \$15,950 (monthly \$1,595)	<input type="checkbox"/> \$18,150 (monthly \$1,815)
Pre-K 3 to 5 years old	N/A	<input type="checkbox"/> \$15,400 (monthly \$1,540)	<input type="checkbox"/> \$17,600 (monthly \$1,760)
Kindergarten &Elementary Grades	N/A	<input type="checkbox"/> 15,400 (monthly \$1,540)	<input type="checkbox"/> \$17,600 (monthly \$1,760)
After School 3:30pm-6:00pm	<input type="checkbox"/> All Classrooms \$4,150 (monthly \$415)		
Extended pick up 6:00pm- 6:30pm	<input type="checkbox"/> All Classrooms (monthly \$75)		

SUBMISSION INSTRUCTIONS / TERMS AND CONDITIONS

1. I/We state that I/we are the parent(s)/guardian(s) having legal custody of the above child (referred as the "Student" or "Child") and attest that the information on this application is accurate. I/we hereby re-enroll my/our child in Viaquenti Academy (referred to as the "School") for this Academic Year.
2. In order to request your child's spot for next year please return this form by January 26th, 2018. September 2018 tuition will be due on June 29th, 2018. If we do not receive tuition by this day we cannot guarantee your child's spot. In order to reserve a place for your child you must sign and return this Agreement.
3. If you would like to hold your spot for next year your enrollment deposit will now be applied to: **a)** July and August tuition of 2019 (for 12-month Academic Year) or **b)** May and June tuition of 2019 (for 10-month Academic Year). Remember, this deposit is non-refundable and non-transferable (ex. cannot be transferred to summer camp tuition or any other program). If you have already submitted an Enrollment Deposit for a previous Academic Year the School will hold on to this deposit to be applied to the 2018-2019 Academic Year, meaning you would need to submit payment for the last 2 months tuition for the current Academic Year (2017-2018). If after submitting this agreement, you decide to withdraw your child from the school at any point before the end of the 2018-2019

Academic Year, this deposit will be non-refundable and non-transferable.

4. We will begin to offer open spots to families not currently enrolled after the January 26th due date, it will be important for you to submit this form in a timely manner if you plan on re-enrolling.
5. Infant families: If your child will be under 1 year old in September 2018 he/she will be re-enrolled in the Infant class for this Academic year.
6. Pre-K families: If your child is currently enrolled and will still be under the age of 5 by November 1st 2018, he/she will be re-enrolled for a second year in the Pre-K class. Students often attend 2 years to this class before they enter Kindergarten. The curriculum is adjusted to challenge the second year students each year.
7. Tuitions will only be received electronically, so I/We authorize the School to automatically withdraw the payments due in the invoices. I/We will choose between Recurring Payment Plans (RPP): **a) RPP: ACH;** I/we will receive a \$5 credit per month. **b) RPP: Personal credit card;** I/we will be charged a \$50 fee per month.
8. I/We agree to pay in advance each month's tuition. Tuition is due in advance by the 25th of each month (i.e. May tuition is due April 25th); this is the day that tuition payment will be withdrawn. **Note:** When the 25th falls on a week day and/or a Holiday, the tuition payment will be withdrawn the previous Friday (i.e. the tuition due on November 25th (Sunday) will be withdrawn on Friday 23th).
9. I/We must submit a yearly non-refundable student's material fee of: **a) Infants to Pre-k:** \$110 for After School program; \$220 for Half Day program, \$275 for Full Day and Extended Day programs. **b) Kindergarten and elementary grades:** \$190 for After School program; \$445 for Full Day and Extended Day programs. **Note:** Extended Day students do not have to pay the After School tuition or material fee; this is included in the Extended Day tuition and material fee.
10. After school enrichment classes are not included in the tuition or discounts.
11. I/We am/are aware that I/We will be charged a fee for: **a) Late payment,** a fee of 5% of the monthly tuition will be charged when payment is received after the 25th of the month. **b) For late pickups or early drop off,** a fee of a \$1 per minute will be charged when my/our child is picked or dropped off outside of their scheduled time. **c) Returned payment from automatic withdrawal,** a fee of \$12. The school will send a new invoice adding the fee and the next day will rerun the automatic withdrawal.
12. I/We understand that there will be no reductions in payments for child's absences from the School. Tuition payments are for each month including the days in which the School may be closed for holidays, staff training or inclement weather.
13. Early drop off at 7:30 a.m. is available at no additional charge.
14. Delayed pick up at 6:30 p.m. This service is offered on a month to month basis and is available for an additional charge of \$75 per month. I/We understand that the school needs at least two students enrolled for this service.
15. I /We agree to comply with all school policies/requirements and understand that the school reserves the right to change them at any time without my/our approval. I/We acknowledge that all the Submission Instructions/Terms & Conditions in previous Student Application/Re-Enrollment & Tuition Agreement Forms are valid unless a specific clause is modified by this form.
16. **Discounts:** More than 1 discount may not be combined, if your family is eligible for more than 1 discount you will need to indicate which discount you would like to be applied. The following discounts only can be applied for the Academic Year 2018-2019. Please choose one if apply: **a)** 50% discount will be applied to the siblings' tuition of any student who enrolls in our Kindergarten or elementary grades (both students must be enrolled at the school). **b)** 10% discount will be applied to the tuition if more than one sibling is enrolled in the school. **c)** 5% discount will be applied to the tuition if a full year payment is made, enrollment must begin in September. **d)** Other: _____ (please attach the form).

By signing this form I/we have read the terms and conditions and fully understand and agree to abide by all the terms and conditions. I/We agree to the following terms:

Parent/Guardian **1**: Name: _____ Signature: _____ Date: _____

Parent/Guardian **2**: Name: _____ Signature: _____ Date: _____

FOR THE SCHOOL ONLY:

Received by: _____ Date: _____

Others: _____