



## 2023-2024 Tuition and Enrollment Agreement

Full Name of Student: \_\_\_\_\_

Person(s) Responsible for Tuition: \_\_\_\_\_

a. Full Name: \_\_\_\_\_

b. Home Address (Street, City, State, Zip): \_\_\_\_\_

I (We) wish to enroll the above named student ("Student") in De Colores Spanish Immersion Montessori ("School") for the 2023-2024 year (September to August).

### Policies

**Period of Enrollment:** I understand and agree that the period of enrollment shall be for the entire 2023-2024 school year (September 2023 through August 2024) or, in the case of a Student entering after the school year has begun, from the date of enrollment through August 2024.

**Commitment for the Full School Year (September 2023 through August 2024):** I understand that De Colores Spanish Immersion Montessori has granted to the Student one of a limited number of placement positions. Having accepted one of such limited number of placement positions, I understand and agree that there will be no refund, credit, or remission of fees or tuition in the event of the absence, withdrawal, or exclusion of the Student from De Colores Spanish Immersion Montessori except as provided in the **Withdrawal from School** and the **Mandatory Withdrawal Policy** below.

**Initial Enrollment Fee (For New Students Only):** Upon acceptance to De Colores Spanish Immersion Montessori, a non-refundable enrollment fee of \$350 is due and will be included with the first month tuition.

**Deposit:** For all families for the 2023-2024 school year: the deposit is non-refundable if a student leaves the De Colores program prior to the end of the school year (the last school day of August 2024). If a student remains through August 2024, the deposit will be applied to the last month of tuition (August 2024).

**Sibling/Priority and Sibling Discount:** I understand that siblings receive an enrollment preference in De Colores, but they are not guaranteed enrollment, which is subject to availability. I understand that if two (or more) siblings are simultaneously enrolled at De Colores Spanish Immersion Montessori a 10% discount is offered for sibling tuition on the lower of the two tuitions if not in the same class.

**Withdrawal from School:** In consideration for the timely payment of the monthly Tuition and compliance with the policies of the De Colores Spanish Immersion Montessori as explained in the De Colores Spanish Immersion Montessori Parent handbook, the Student may withdraw from School and terminate this agreement under the following conditions:

- 1 A written letter of intent to withdraw is submitted to the School. This letter shall be effective on the first day of the calendar month following the date of submission ("the Effective Date")
- 2 Thirty (30) days from the Effective Date, the Student shall be considered to have voluntarily

withdrawn from the school ("the Withdrawal Date").

3 Any payments due after the Withdrawal Date shall be cancelled, except any outstanding balances accrued up to the Withdrawal Date.

4 Per the deposit policy above, the deposit will not cover any payments due up until the Withdrawal Date if the student leaves the De Colores program prior to the end of the school year (the last school day of August 2024).

**Late payments:** In the event any payment shall be more than 15 days late, De Colores Spanish Immersion Montessori shall have the right to withhold any and all services for the Student and/or parent. The tuition and any other costs that have not been paid are due immediately.

**Meals and Nutrition:** De Colores has partnered with the DC non-profit organization CentroNía to provide and promote healthy diets for young children receiving care at De Colores. CentroNía has a group of nutritionists and cooks that provide nutritious and balanced meals to DC licensed child care centers. As part of our partnership, through their NiaCentral project, CentroNía provides us with daily hot lunch and snack. This is included in the price of tuition. Their menus respect allergies and vegetarian diets. They can also make meals gluten-free. meals are made from scratch at their facility, and they use local and organic ingredients from nearby farms whenever possible.

**DC Health Forms:** I understand that the District of Columbia requires that I provide the following medical medical documents to De Colores Spanish Immersion Montessori and that they be updated as needed:

- DISTRICT OF COLUMBIA UNIVERSAL HEALTH CERTIFICATE (Proper completion of this form requires annual or bi-annual well-check updates as well as vaccination record updates)
- ORAL HEALTH ASSESSMENT (Ages 3 and Older)

I understand that failure to provide De Colores Spanish Immersion Montessori timely updates of these forms will result in a District of Columbia required absence until the forms are completed and provided to De Colores Spanish Immersion Montessori.

### **Mandatory Withdrawal Policy**

The De Colores Spanish Immersion Montessori may temporarily exclude or permanently terminate a Student's enrollment as follows:

Upon two weeks' notice for the following reasons:

Parental failure to abide by school policies and/or this Agreement  
School's program is not meeting developmental or special needs of the Student  
as determined by the educational director

Immediate withdrawal without prior warning may result for the following reasons:

- An account that is past due for fifteen days and/or disregard of tuition policies A pattern of late pick-up as determined by the administration
- Health or behavioral reasons on the part of the Student
- Conduct of parent, guardian, or a Student that the school administration or owner of the school, in his or her sole and absolute discretion, determines is threatening to the well-being, safety, or stability of the students or staff.

\_\_\_\_\_  
Child's Name \_\_\_\_\_ Birth Date \_\_\_\_\_ // \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Promotional Materials:**

I give permission to De Colores Spanish Immersion Montessori to use photographs, videos, and/or movie clips taken of or by the above-named child for promotional use in school displays or on the school's web page.

Initial Here: \_\_\_\_\_

**Emergency Medical Attention:**

I give my express consent to De Colores Spanish Immersion Montessori, or any agency acting in its behalf, to secure and provide any medical and dental attention deemed necessary in the discretion of De Colores Spanish Immersion Montessori for my child during a period when I cannot be contacted by telephone. I further agree to assume complete financial responsibility for any and all medical expenses incurred on behalf of my child under the above conditions. I agree to release, indemnify and hold harmless De Colores Spanish Immersion Montessori and its agents for any and all damages arising from medical conditions, both known and unknown, not directly caused by the School's gross negligence.

Initial Here: \_\_\_\_\_

**2023-2024 Tuition Rates**  
**(commencing September 2023)**

<b>Full-time Tuition Rates - 2023-2024</b>			
<b>Comunidad Verde and Azul</b>			
		<b>Monthly</b>	<b>Annually</b>
Full-Time	8:00am - 5:00pm	\$2,400.00	\$28,800.00
<b>Casa de Niños Roja and Naranja</b>			
		<b>Monthly</b>	<b>Annually</b>
Full-Time	8:00am - 5:00pm	\$2,150.00	\$25,800.00

**LATE FEES:** Fees for late pick up after 5:00 p.m. are due upon pickup (paid to the teacher required to stay overtime) and are assessed as follows: \$5.00 for the first five minutes and \$2.00 for every additional minute.

**SIBLING DISCOUNT:** 10% discount offered for sibling tuition on the lower of the two tuitions if not in the same class.

# Payment Plan

**Twelve Payment Plan:** Twelve consecutive monthly payments of which represent the sum of the tuition plus any other fees. The first payment is due on the first day of service and the remaining payments are due each month on the first date of classes for that month. A monthly invoice will be e-mailed to parents. Payments will be made on line using the Automated Clearing House system (ACH).

**Parent's Name:** \_\_\_\_\_

**Home Address (Street, City, State, Zip):** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Student's Name:** \_\_\_\_\_

I (We) wish to enroll the above named Student in De Colores Spanish Immersion Montessori for the 2023-2024 year from September 2023 through August 2024.

I have read, understand and agree to abide and support the policies as specified by De Colores Spanish Immersion Montessori.

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Person Responsible for Tuition (If different than Parent):** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please keep a copy of this enrollment agreement for your records and return the signed and initialed agreement.