

2. REGISTRATION AGREEMENT RETURN THIS SHEET FOR REGISTRATION

Our acceptance of your registration packet and payment of registration and building fees assures your child a place in our program. In turn, we expect that you will honor your enrollment unless you move from the city or in our opinion some unusual circumstances make dissolution of the contract the most advantageous arrangement for the child. Please sign below and return with the rest of the Registration Packet for your child's file.

**St James United Methodist Church Kids LIFE
An After School Ministry for Kindergarten through Fifth Grades
2018-2019**

REGISTRATION AGREEMENT

I have read, and will abide by the policies in the Parent Handbook. ***I understand that two week's written notice is required prior to withdrawing my child and that tuition for the month in which the notice of withdrawal is effective will not be refunded or pro-rated. I understand that non-attendance does not exempt me from paying for space reserved for my child.***

- August tuition is due by August 15. Further payments will be due by the 10th each month.
- After 2pm, \$5.00 late notification fee if child is not riding the bus to St. James after school. A \$5 fee will also be added if we don't receive notification at all and have to call to verify absence.
- After 6pm, \$1.00 late pickup fee PER MINUTE first time / \$5 PER MINUTE second time / \$10 PER MINUTE third+ time.
- If no payment is received by the 10th of the month, a late fee will be added to your balance. If there is still no payment received by the end of that month, the child or children will be **excused** from the program if no arrangements have been made to make payments.

Parent's Signature _____ Date _____