

RADNOR NURSERY SCHOOL, INC.  
2010-2011 REGISTRATION AGREEMENT

**UNDERSTANDING**

- We wish to register our child to Radnor Nursery School, Inc. for the 2010-2011 school year.
- We understand that we are obligated to pay tuition according to the Schedule A listed below.
- We understand that Radnor Nursery School, Inc. (RNS) is intended to be a cooperative venture. The extent of the nature of the parent jobs and committees will be discussed by the enrolled families and formalized by and at the authority of the RNS Board of Directors.
- We realize that the Education Director of RNS, using the current PA Department of Education rules of school conduct and throughout the school session, has the authority over student membership in RNS.
- We agree to follow rules and guidelines set forth in the 2010-2011 RNS Handbook.
- We agree that failure to comply with the terms set forth in this agreement may invalidate a student's enrollment status at RNS.

**TUITION REQUIREMENTS**

**Payment Schedule for all 2's through Pre-K Classes**

A \$100, non-refundable fee is due with each registration. For your convenience, we accept tuition payments in yearly (due 6/20), twice yearly (due 6/20 & 11/20), quarterly amounts (due 6/20, 9/20, 11/20 & 2/20) and monthly by pre-paying the following month by the 10th of the previous month. There are savings based upon plan with fewer payments. If payment plans are switched, the balance due will be prorated. A non-refundable deposit of \$250 is due for all students on May 1.

Tuition is due on or before the 10<sup>th</sup> day of the month according to the table below. Payments are to be made by check or credit card by request via email. Checks must be payable to "Radnor Nursery School" **Please include your child's name, class and details of what's being paid on the memo portion of your check.** (Talan, pre-K, 5th monthly payment \$375 & winter session extended day \$xyz). Checks are to be placed in the metal tuition box in the school office.

**Credit Card Requests:**

When paying by credit card, a 3% fee must be added in order to cover our credit card processing fees. Please email [Board@RadnorNurserySchool.com](mailto:Board@RadnorNurserySchool.com) with a request to pay by credit card and we will email a credit card payment request back to you.

**Schedule A:** (Please circle anticipated payment option. You may change payment options with an email request to treasurer@RadnorNurserySchool.com).

	Single Payment	2 Payments	4 Payments	9 Monthly Payments
Due	6/10/2010	6/10/2010, 11/10/2010	<u>6/10/2010</u> , 9/10/2010, 11/10/2010, 2/10/2011	<u>6/10/2010</u> , 9/10/2010, 10/10, 11/10 12/10, 1/10/2011, 2/10, 3/10, <u>4/10/2011</u>
2's (2days)	\$2,200	\$1,125	\$575	\$265
3's (3days)	\$2,620	\$1,350	\$700	\$320
Pre-K (5days)	\$3,145	\$1,600	\$825	\$375
Extended Day	Mornings & Afternoon TBD			

### **OTHER FEES**

**APPLICATION & TUITION DEPOSIT:** For returning families, a non-refundable application fee of \$100, is required reserve space for the following school year. A non-refundable \$250 tuition deposit is due by May 1, 2010. This deposit in addition to the application fee, may be applied to the first tuition payment for the upcoming school year. New families enrolling before May 1, 2010 follow returning family rules except that the \$100 Application Fee is not applied to tuition. New families enrolling after May 1, 2010 must submit a \$100 non-refundable fee with their Agreement and their first tuition payment upon receipt of their approved Application.

**PRE-K FEES:** Additional fees may apply to the Pre-K program based upon extent of the program. The program is modified each year to the capabilities of the students.

**EXTENDED DAY MORNINGS AND AFTERNOONS:** This is available and priced based upon number of families committed to the program.

**RETURNED CHECKS:** A \$50 handling fee will be charged for returned checks. Five business days will be allowed to file payment after a check is returned. After 5 days, membership in the cooperative will be forfeited.

**UNPAID TUITION:** Unpaid tuition or fees will accumulate monthly simple interest of 3%.

**WITHDRAWALS:** If any child voluntarily withdraws from the school, tuition shall be refunded only in such amount as shall have been replaced by the tuition of another child entered in his/her place during the school term, provided that at least two weeks written notice of such intended withdrawal if given to the Treasurer. If a child withdraws at the request of the Board of Directors, the tuition will be refunded on a pro-rata basis.

We, the undersigned, have read the foregoing information and agree to comply with the terms of this contract. Further, we agree to hold harmless Radnor Nursery School, Inc., all teachers, employees, contracted aides, and all members of the cooperative, including but not limited to those members filling current or previous board positions.

Please send all tuition questions and request to: [Treasurer@RadnorNurserySchool.com](mailto:Treasurer@RadnorNurserySchool.com)

Child's Name: \_\_\_\_\_

Requested Class: \_\_\_\_\_

Home Address:

\_\_\_\_\_

Parent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Family email used for school communications: \_\_\_\_\_

**Office Use**    Date \_\_\_\_\_ Amount \_\_\_\_\_ Check \_\_\_\_\_ Check # \_\_\_\_\_ Start Date \_\_\_\_\_

Approval and Placement as per RNS Director \_\_\_\_\_