



# FAMILIES OF FAITH CHRISTIAN DAY CARE

24466 W Eames St. - Channahon, IL 60410  
www.fofca.com - 815-521-1381

## Tuition & Enrollment Agreement

### PARENT FINANCIAL RESPONSIBILITIES

-The operating budget of FOFDC is funded by tuition, fees and contributions. Capital improvements are funded principally by gifts. Parents are asked to consider making both annual and capital gifts as an expression of their interest in and commitment to Families of Faith Christian Day Care.

-Parents are expected to pay their bills on time. Students who pay weekly will be charged \$5.00 each day they are late. Those 30 days past due may be restricted from attending.

-Participation in the annual fund raiser is required per each student.

### PAYMENT PROCEDURES

Upon enrollment, a \$175.00 non-refundable, registration fee is due with the first week's tuition. Tuition is due by the last attended day of each week in advance for the upcoming week. Please drop off your payment with the teacher or at the front desk. If payment is not received on or before the last attended day of each week, a \$5.00 late fee per day will be charged to your account. If we still do not receive payment by your child's first scheduled day of the following week, services may no longer be provided until your account is current. Your child's time slot may be forfeited due to non-payment. Tuition for a child absent on his or her day(s) for any reason will remain at full rate; however, you will not be charged for scheduled days of non-attendance for students. We accept checks, cash or credit cards.

### NSF RETURNED CHECK POLICY

For any check returned to FOFDC for non-sufficient funds, there will be a \$35.00 charge. The issuer must pay FOFDC with cash to cover the check and the NSF charge.

### PRICING

-See our tuition and fee schedule for our rates. Rates may change annually.

-Full time care includes 4-5 days, up to 9 hours a day. Part time includes 1-3 days, up to 9 hours per day or 1-5 days for up to 5 hours of care.

-Additional fees will apply when children are in attendance for more than 10 hours.

-Department of Human Services funding is available to families who qualify.

-Families with 2 or more children will receive a 10% tuition discount for the oldest child if the family registered for full time.

-Holidays: Families will be notified in advanced of closings due to holidays at least two weeks in advance. Pricing will be adjusted for that day only.

-Vacations: If a family is absent for a full week, you are responsible for a half week tuition. The exception is with a written notice to the director one month prior to the time absent.

-NO deductions are allowed for absenteeism/sickness unless your child is absent three consecutive days. The director must be notified of the absence the day of. Like every private school operating on a tuition basis, our center is dependent on regular attendance. Expenses continue regardless of the number of children in attendance: salaries, utilities, food, supplies and insurance bills must be paid.

In event of expulsion or an extenuating circumstance all tuition monies, deposits and fees already paid will be forfeited.

**My signature below affirms that I have read, understand and accept the terms and conditions of this contract.**

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Mother's/Guardian's Signature

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Father's/Guardian's Signature