



UNIVERSITY CONGREGATIONAL CHILDREN'S CENTER PRESCHOOL
405 University Avenue Missoula, MT. 59801

2019/2020 UCCC PRESCHOOL FAMILY AGREEMENT FORM

I, the parent/guardian of _____, agree to the following:(please initial by each number)

- ___ 1. Payment of fee for monthly tuition regardless of my child's attendance. (T/TH: \$120.00; M/W/F: \$180.00)
- ___ 2. To keep my child home if there are signs of a communicable disease and/or a fever.
- ___ 3. To spend time as scheduled assisting in the teaching of children in the preschool.
- ___ 4. To fulfill my parent helping responsibilities per child, not per class.
- ___ 5. To exchange days with another UCCC Preschool parent if I am unable to be parent helper on a day I am scheduled.
- ___ 6. To help once a year, per family, with a Parent Clean-up. (Upon completion of a Parent Clean-up, families will be reimbursed their \$50.00 Clean-Up fee.)
- ___ 7. To participate in one parent committee per year, per family.
- ___ 8. Participate in Fall Festival by serving on a planning committee, volunteering at the event, donating or securing the donation of goods for the event or opting for the obligatory buyout in lieu of participation.
- ___ 9. To adhere to the UCCC Preschool Immunization Policy.
- ___ 10. I understand that my child must be potty trained and independent in taking care of toileting/bathroom needs.
- ___ 11. To be punctual at all times when picking up my child, or agree to pay penalties as written in Policy.
- ___ 12. To fill out a withdrawal form if I remove my child from preschool.
- ___ 13. That all information provided in the registration forms is true and accurate to the best of my knowledge.

Child's name (please print): _____

Signature of parent/guardian: _____ Date: _____

UCCC Tuition Fee Policy

- 1. Fees are as follows: T/TH classes are \$120.00 per month M/W/F classes are \$180.00 per month and are due on the 5th of each month.
- 2. A \$25 late charge may be assessed for any tuition not received by the 10th of the month.
- 3. There is a \$75.00 registration/administration fee that must be submitted to UCCC once your child is admitted and you accept a spot at the preschool. If you withdraw your child prior to 5/31/19, you will be refunded \$50. No refunds will be made if you withdraw your child after 5/31/19.
- 4. If your child is a returning student, please submit the \$75 registration fee with your application.
- 5. There is a \$50.00 Clean-up fee refundable upon completion of Parent Clean-up.
- 6. Students enrolled after the beginning of the school year, but before January, are responsible for the first and last month's tuition, a \$75 registration/administration fee, and a \$50 refundable Clean-Up fee. Students enrolling after January 1st are responsible for the first month's tuition, a \$75 registration/administration fee, and a \$50 refundable Clean-Up fee. The last month's tuition will be due on the 5th of May. Students beginning during the first half of the month will be responsible for the whole month's tuition. Students beginning during the last half of the month will pay only half that month's tuition.
- 7. Students withdrawing from UCCC Preschool during the year will forfeit the last month's tuition if their slot cannot be filled within two weeks. If another child enrolls as a replacement, tuition for the month of May will be refunded. Students dropping out mid-month will still be responsible for that month's tuition.
- 8. UCCC tuition may increase 3% to 5% annually, at the discretion of the UCCC Preschool Board of Directors.

Signature by Responsible Parent/Guardian _____ Date _____