



Child's Name _____

Date of Birth _____

Class Roster Consent

I hereby **give** ☐ **do not give** ☐ my consent to allow my address, phone number and email address to be given to other parents in my child's class.

Parent Agreement

I have received and read (via the CLC website) the **CLC Parent Manual** which includes operational procedures and discipline and guidance policies. I agree to abide by all of the policies and procedures. I understand that failure to abide by the policies and procedures may result in my child or children being dismissed from the CLC program.

By enrolling my child in the CLC program, I give permission for age-appropriate water play which may include water tables, washing baby dolls and sprinkler/splash play (for older children).

CLC does not provide transportation.

CLC does not participate in field trips.

CLC only provides a snack. Parents are solely responsible for providing their child's meal and for meeting their child's daily nutritional needs.

Payment Policy

Registration - The registration fee is due at the time of registration, and is non-refundable.

Supply Fees- Supply fees are due with the July and January payments, and are non-refundable.

Tuition - CLC tuition payments are due on the first day of each month from July through April. Those who register after July will have a May payment. A late fee of \$20 is assessed on the 10th of each month. For non-payment accounts, a hold may be placed on the account which will not allow the child to attend until payment is current. An account over 30 days past due will result in the child being withdrawn from the program unless prior arrangements have been made.

We accept payments by cash, check, credit card and Tuition Express Automatic Debit from your account. If you use electronic bill pay to send a bank check, please make check payable to the CHRISTIAN LEARNING CENTER and note your child's name in the memo section. This will ensure proper credit to your account. **Tuition Express** payments are processed on the first Wednesday of the month.

Returned checks (NSF or other) will receive a \$35 fee to cover bank costs. After two returned checks, we will require payment by cash or money order.

Late pick-up fees will be assessed on the day of the occurrence and are due with the next tuition payment. A statement will be mailed indicating any charges. Please see late pick-up fee policy in the Parent Manual.

CLC requires a 30-day **paid** notification to drop. Please submit your drop notification to the CLC Office in writing. The 30-day notification starts on the day we receive your notice in the CLC Office.

Signature of Parent or Legal Guardian

Date