

**Financial Agreement
for School Year 2021-22 (from Sept 1, 2021 to Aug 31, 2022)**

Tuition:

Tuition can be paid (a) in monthly installment payments with no additional finance charge, or (b) in a lump sum for the entire school year (5% discount applicable) at enrollment time.

(a) Monthly Installment Payments:

- A deposit, in the same amount as monthly tuition, is due at enrollment time. This deposit is non-refundable. It is applicable to the last month tuition payment.
- The first month tuition is due on July 30, 2021 or at enrollment time if it occurs after July 30. It is non-refundable.
- Monthly tuition payments are due on or before the 25th day of each month for service provided for the following month. If the preschool does not receive the payment by the first day of the month, there will be a \$50 late fee.
- There is a monthly fee for a student who is not fully toilet-trained in the school environment. The parents are responsible for paying the monthly fee until the end of a month in which the preschool determines that the student is fully toilet-trained.
- Tuition is not subject to adjustments due to student's illness, vacation, or absence.
- The preschool reserves the right to terminate any enrollment if the tuition is not paid on time.

(b) Lump Sum Payment:

- 5 % discount applicable if paid at enrollment
- For a student who is not fully toilet-trained in the school environment, the fee for the entire school year will be included in tuition. After the preschool determines that the student is fully toilet-trained, the preschool will assess an overpayment for the period from the following month to the school year end and will refund it.
- Tuition is not subject to adjustments due to student's illness, vacation, or absence.

Other Fees:

- Annual Enrollment Fee of \$100 (non-refundable) due at enrollment
- Annual Materials Fee of \$243 (non-refundable) due at enrollment
- Change to (a) the student's program (i.e. from Half-Day to Full-Day, from Full-Day to Half Day), (b) the number of attendance days per week (i.e. 5 days or 4 days), or (c) extended care may be made after preschool's acceptance and parent's payment of \$90 Change Fee. A change is effective only from the first day of a month, and a written request needs to be made at least 10 business days in advance.
- Payments of tuition and other fees (except Overtime Fees) will be made electronically only.
- If an electronic funds transfer (EFT) is declined or returned, a payment of \$50 service charge plus actual bank charges incurred will be required.

Overtime Fee:

- Overtime fee of \$1.50 per minute will apply to every minute before and after the period of time a student is enrolled for. The overtime fee is due and payable by cash only at the time of respective drop-off of pick-up.

School Closures:

- The preschool will be closed in accordance with "Preschool Closure Schedule for School Year 2021-22." The closure days defined in the schedule will not affect tuition amount.

Termination of Annual Enrollment:

- A 60-days written withdrawal notice from a parent is required to terminate a student’s enrollment. Upon the withdrawal notice, the payment of tuition for the 60-days period becomes due and payable regardless of the student’s absence during the 60-days period. The deposit may be applied to the amount owed.
- The preschool reserves the right to terminate a student’s enrollment immediately with a written notice if the preschool deems such an action is in the best interest of the child or the preschool environment. The termination notice will be followed with a refund of the remainder of the student’s tuition if applicable.

The undersigned parties have read, understand and agree to the terms and conditions contained in this agreement, and that this agreement is legally binding.

Parent Name : _____ Signature: _____ Date: _____
 Parent Name : _____ Signature: _____ Date: _____
 Preschool Owner: Mitsuru (Mitch) Shinoki Signature: _____ Date: _____