

# Special Needs Schools of Gwinnett Preschool

## *School – Parent Contract Agreement*

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2016 between the Special Needs Schools of Gwinnett, Inc. (hereinafter “SNS”) and the parent(s) and/or legal guardian(s) (hereinafter “Parents”) of:

\_\_\_\_\_  
(name of child)

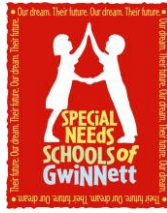
This agreement is for the 2016-17 school year that begins on **August 9, 2016 and ends on May 25, 2017**. Parents understand that SNS has made financial commitments to faculty and staff in order to assist with the education of Parents’ child. This contract represents the Parents’ financial commitment to SNS.

IN THE SPACES BELOW, PLEASE **INITIAL** EACH STATEMENT ***in the space provided***, INDICATING THAT YOU HAVE READ, UNDERSTAND AND AGREE TO EACH STATEMENT (both parent(s) and/or guardians if applicable):

- \_\_\_\_\_ 1. **A non-refundable enrollment fee of \$100.00 accompanies this completed agreement**, and is submitted to the school office at time of registration.
- \_\_\_\_\_ 2. **Annual Tuition is \$\_\_\_\_\_ per year based on number of days attending per week**. Monthly tuition is \$\_\_\_\_\_ per month (if paid over **10 months** from August 7, 2016 to May 25, 2017) or \$\_\_\_\_\_ per month (if paid over **12 months** from June 2016, to May 2017). **Monthly tuition payments are due and payable on the 1<sup>st</sup> business day of each month**. If Tuition is not received by SNS by the end of the 5<sup>th</sup> calendar day of the month, a late fee equal to 20% of all outstanding balances will be assessed and due immediately.

- \_\_\_\_\_ 3. **If legal action must be taken to collect a past due balance**, parents hereby understand that they are responsible for any collection costs, attorney fees and/or any related court costs incurred by SNS. Said costs shall be added to the Students Account as the costs are incurred and shall be a minimum of \$50.00 per collection letter sent and \$150.00 per court action.
- \_\_\_\_\_ 4. **The following fees are due for students as noted below.**  
**Open House** for the 2016-17 school year is **Sunday, August 7, 2016 from 1-4pm.**  
a. Supply Fee - \$50 (due at Open House)  
b. Activity Fee - \$50 (due at Open House)
- \_\_\_\_\_ 5. **Annual tuition does not include** any Before School Care, After School Care fees, Summer Program costs, registration fees, Book Fees, Supply Fees, Activity Fees or any after hours or extra- curricular classes which may be offered during the school year.
- \_\_\_\_\_ 6. Tuition payments, book fees, supply fees, activity fees, Before School Care, After School Care and/or late fees assessed that are more than 30 days past due shall be reason for a child's **immediate expulsion from all SNS programs.**
- \_\_\_\_\_ 7. *No refunds will be made for absences or expulsions from any program at SNS. A 30 day written notice is required and must be received for students who voluntarily withdraw from any program at SNS. Parents are responsible for tuition payments for 30 days after written notice is received and acknowledged from SNS. If 30 days written notice is **NOT received by SNS**, parents agree to be fully liable for the annual tuition and any other fees for services rendered by SNS (including but not limited to late payment fees.*
- \_\_\_\_\_ 8. **2016 Summer Enrichment Program:** Students who are pre-registered by no later than June 1, 2016) for the 2016-17 school year shall be allowed to take advantage of a discounted rate per week for the 2016 Summer Enrichment Program tuition. Note: All current 2015-16 Tuition and fees must be paid in full prior to the start of the 2016 SEP for the discounted rate to apply. Otherwise the full rate per week will be charged. There is a Summer Enrichment Program registration fee in addition to any other SNS tuition amounts and is due at the time of registration. Students are encouraged to, but not required to attend summer programs at SNS.

- \_\_\_\_\_ 9. By signing this contract, parents agree that they understand the enrollment fee, tuition schedule and the school fees for their child. Parents understand that SNS is relying on parents to fulfill parent's financial commitments to SNS so that SNS can fulfill its financial commitments to others on parent's behalf.
- \_\_\_\_\_ 10. The laws of the state of Georgia shall govern this SNS School-Parent Contract Agreement. In the event of default of any sums due hereunder, SNS shall be entitled to reimbursement from parents for all costs of collections, including reasonable attorney's fees and court costs.



Name of person(s) responsible for payment: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_

Age (in months) child will be when beginning Preschool: \_\_\_\_\_

\_\_\_\_\_ Special Needs      \_\_\_\_\_ Typical

Number of Days Child will be attending SNS Pre-School per week: \_\_\_\_\_

\_\_\_\_\_  
Father / Guardian Name (Printed)

\_\_\_\_\_  
Father / Guardian Signature

\_\_\_\_\_  
Mother / Guardian (Printed)

\_\_\_\_\_  
Mother / Guardian Signature

\_\_\_\_\_  
SNS Official Name (Printed) and Title

\_\_\_\_\_  
SNS Official Signature

Enrollment Fee Received: \_\_\_\_\_

Check #: \_\_\_\_\_