



**Early Childhood Center  
Olam Jewish Montessori 2023-2024**

3880 Michelson Drive, Irvine, California 92612 949-537-3201

*A place will be reserved for your child upon receipt of this form, and a non-refundable enrollment fee of \$250 for members and \$300 for non-members.*

**INFANT/TODDLER ENROLLMENT AND FINANCIAL AGREEMENT**

|   |                          |                       |
|---|--------------------------|-----------------------|
| <b>Student's Full Name:</b>   | <b>Gender: __ M __ F</b> |                       |
| <b>Student's Hebrew Name:</b>   | <b>Birthdate:</b>        |                       |
| <b>Family: Were parents/grandparents born Jewish or converted? Yes, No, Unsure (circle one)</b> |                          |                       |
| <b>Mother's Name:</b>   | <b>Father's Name:</b>    |                       |
| <b>Home Phone:</b>  | <b>Father's Cell:</b>    | <b>Mother's Cell:</b> |
| <b>Email Address:</b>   |                          |                       |
| <b>Home Address:</b>  |                          |                       |

**Please circle the option of your choice below**

|                                  |                    |
|----------------------------------|--------------------|
| <b>Program Option - Member</b>   | <b>5 Days, M-F</b> |
| <b>Full Day Plus (8:00-6:00)</b> | <b>\$1970</b>      |

|   |  |
|---|--|
| <b>Program Option – Non-Members:</b>            | <b>5 Days, M-F</b>                       |
| <b>Full Day Plus (8:00-6:00)</b>                | <b>\$2140</b>                            |
| <b>Monthly Security Fee – Member/Non-Member</b> | <b>\$195 per child/ \$275 per family</b> |

At this moment, the undersigned parents or legal guardians of a child attending the Early Childhood Center at Olam Jewish Montessori (the “Early Childhood Center”) agree to the following terms and conditions of this Enrollment and Financial Agreement as a required condition of their child attending the Early Childhood Center.

**Tuition Payments:** The annual tuition fee for the September to June school year is divided into ten equal monthly payments to be processed beginning **August 15, 2023, and continuing on the 15<sup>th</sup> of each month through June 15, 2024**, in the amount selected above and in advance of attendance. **These dates are subject to change by updates to COVID-19 guidelines and recommendations.** All tuition must be processed through Tuition Express. A late fee of \$25.00 will be assessed to a past-due account. There are no reductions in tuition for a child’s absence due to illness, holidays, or vacations. All fees outlined in this Agreement are non-refundable. If the Early Childhood Director approves a mid-year change to a child’s schedule (e.g., the child adds on the Early Drop Off option), then the tuition rate will reflect the changes; however, the terms of this Agreement remain valid, and the initial payment of a new tuition rate will indicate agreement to the changes as a new Enrollment and Financial Agreement will not be signed.

**Sibling Discounts:** A discount of 5% will be given to the younger sibling’s Preschool tuition.

**Monthly Security Fee:** The Monthly Security Fee is mandatory and will be processed through Tuition Express and due along with the Tuition Payments.

**Late Pick-up Fee:** Families will be charged \$25.00. A \$25 late fee will be assessed for the first 5 minutes a parent or guardian is late for the child’s scheduled pick-up. Each minute the parent is late will incur an additional \$1 charge. Parents/guardians will be permitted one excused lateness per school year.

Before the late fee will be assessed.

**School Calendar:** The school is closed on Jewish and national holidays and professional development days. A calendar of the school year will be provided in mid-August 2021. Friday extended care pick-up times for **Full Day Plus families and Aftercare will vary (from 5:30, 4:30, or 3:30)** depending on Shabbat candle lighting times.

**Financial Aid:** If you require financial aid, please apply before re-enrolling. Financial Aid forms are available in the Early Childhood office.

**Annual Enrollment/Re-Enrollment Fee:** Enrollment/Re-Enrollment forms must be accompanied by a \$250 Enrollment/Re-enrollment Fee per family (for members) or a \$300 /Re-enrollment Fee per family (non-members).

**Force Majeure:** Olam Jewish Montessori shall not be responsible or liable for any inability to provide the services described herein or for any delay in delivery or performance resulting from causes beyond its reasonable control, including but not limited to: acts of God; strikes or other labor disturbances, equipment failure, fire, flood, war, acts of terrorism, riot, epidemics, pandemics, government intervention, accidents or other contingencies, the non-occurrence of which was a basic assumption upon which the ability to provide the services herein described was based.

#### **Applicable Rules and Regulations**

**Termination of Contract and Withdrawal of Student:**

The preschool reserves the right to withdraw a child from the program immediately for:

1. Non-payment of accounts (Tuition and/or other Fees) within 14 days of the due date unless prior arrangements have been made with and approved by the Early Childhood Director.
2. Consistently unacceptable behavior or special needs that jeopardize the safety of the child or others:
3. Lack of required documentation (including, but not limited to, health/immunization records, admission agreement, and or/Tuition Express agreement) within the set time frame. Tuition Express Application must accompany Registration Application; or
4. Failure to comply with the Early Childhood Center’s applicable rules, regulations, and policies, including those in the Olam Jewish Montessori Family Handbook.
5. If the program is unable to meet the needs of the child or family, if the child or family is disruptive to the program, or if the child or family is disruptive towards any children or adults or prevents another child(ren) from benefiting from the program.

A 30-day prior written notice is required from parents wishing to withdraw their child(ren) from the school. Regular tuition rates continue for 30 days, and the school will charge a \$400 fee for withdrawal before the end of the school year.

**Each signatory below has read and agrees to abide by the terms and conditions found in this Enrollment and Financial Agreement.**

**Parent or Legal Guardian 1:**

**Sign:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Parent or Legal Guardian 2:**

**Sign:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

| <b>Financial Authorization Signature</b> | <b>Credit Card</b> | <b>Exp. Date</b> | <b>Amount</b> | <b>Date</b> |
|--|--------------------|------------------|---------------|-------------|
|  |                    |                  |               |             |

**Director Signature:** \_\_\_\_\_