



## Policies Regarding Payment Of Tuition and Fees

1. Tuition is due Friday for the upcoming week. Parents are welcome to pay tuition weekly, bi-weekly or monthly. Tuition may be paid by check, money order or credit card. Credit card payments are subject to surcharge.
2. For the safety of the children and staff, we **DO NOT** accept cash for tuition payment.
3. Tuition that remains unpaid on Monday after 10:30a.m. of the week that tuition is due will incur a late payment fee of \$50.00. Account balances that remain into the next week are assessed the same late payment fee again until the account is brought to a zero balance.
4. Late pick-up fees are assessed beginning 1 minutes after school closing time at the rate of \$1.00 for every 1 minutes thereafter till 15 minutes and \$ 2.00 for every 1 minutes thereafter till next 15 minutes. \$100 for late pickup after 30 minutes of school closings. Late pickup applies to regular schedule and early school closings.
5. There is a \$30.00 returned check fee and/or Credit Card denial .
6. One day's attendance constitutes a full week. Illness days, vacation days, Public holidays, school closure due to emergencies CISD or facility related are not prorated out of that week.
7. If the School has been informed by Wednesday of prior week child/children will be out the entire week for any reason, they pay one-half of their tuition for that week. This policy ensures your child's enrollment in a particular class. If school is not informed in a timely manner in prior week than full tuition is due only exception is medical emergency which requires Doctor's note
8. Enrollment fees and Supply fees are paid upon registration and annually on your child's anniversary date. All enrollment fees and supply fees are NON-REFUNDABLE.
9. Written withdrawal Notice of two weeks is required to withdraw from our program. A student must be out for at least 4 weeks to withdraw and pay registration fee. A student will not be re-enrolled for a period of 4 weeks following withdrawal unless payment of tuition is made for the intervening 4 week period. A new registration fee will be due upon re-enrollment.
10. Holding fee can be paid in advance if children will be out for longer period exceeding 4 weeks to keep their spot in the school.

I have read and fully understand the policies regarding payments of tuition and fees at Kids 'R' Kids of Rosenberg.

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Parent/Guardian Signature

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Date