

Inclusive

Intercultural

Innovative

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Castle Island  
Bilingual Montessori

# Enrollment

2023-2024

## Child:

I/We hereby confirm enrollment for my child \_\_\_\_\_ at Castle Island Bilingual Montessori, the "School," for the 2023-2024 School Year, September through June. (The planned academic calendar to be published June 2023).

## Tuition:

I/We agree to pay tuition to the School in the full amount of \$\_\_\_\_\_ which includes the non-refundable \$250 Enrollment Deposit, according to the payment plan specified below, including optional Before Care or After Care.

### Tuition

FULL DAY 8:15am-3:30pm (Dismissal 3:15pm)

Scholarship Amount\* Based on annual income below \$125,000 on a sliding-scale  
\*Submitted income documents required to qualify

HALF DAY 8:15am-11:45am (Dismissal 11:30am)

Scholarship Amount\* Based on annual income below \$125,000 on a sliding-scale  
\*Submitted income documents required to qualify

### Optional Wrap Around Care

BEFORE CARE 7:30am-8:15am \$75 per month

AFTER CARE 3:15pm-5:30pm \$225 per month

### Enrollment Deposit

The Enrollment Deposit is required per child and is due at the time of contract in the amount of \$250.00. Payment of the deposit is non-refundable and shall be deducted from your child's 2023-2024 tuition.

\$250 Enrollment Deposit Paid

Paid before March 1 to qualify for \$100 Early Bird Discount (\$100 refunded from Deposit via vCita)

### Tuition Obligation Schedule

I/We shall make payment of the 2023-2024 tuition as follows:

1 PAYMENT \$100 discount. Due August 1, 2023 in the amount of: + optional BEFORE / AFTER CARE

2 PAYMENTS \$50 discount. Due August 1, 2023; January 1, 2024, in the amount of: + optional BEFORE/AFTER CARE

MONTHLY PAYMENTS Due 1st of the month August 2023 - June 2024, in the amount of: + optional BEFORE/AFTER CARE

### Fees

I/We hereby agree to the following fees that shall be assessed and imposed:

- \$25.00 Late Payment Fee for any payments made after the 10<sup>th</sup> of the month
- \$25.00 Returned Check Fee for an insufficient fund payment by check
- \$25.00 Late Pick- Up Fee
  - After 11:45am for Half Day
  - After 3:30pm for Full Day
  - After 5:30pm for After Care

**Tuition Obligation for a Withdrawal**

All non-profit independent schools depend on annual tuition contracts to provide high quality, personalized education programs without the financial benefit of Federal or State assistance; actual school operations costs exceed tuition income.

*I/We therefore understand and agree that I/we am/are financially responsible for tuition and fees for the entire 2023-2024 school year, to be paid per the terms of this contract.*

*I/We understand that I/we may withdraw from this program for unforeseen reasons including, but not limited to, financial hardship, loss of employment, moving, illness, or the program not suiting my family. I/We understand that children enrolled at Castle Island must be independent with toileting as a prerequisite for attendance. If a financial hardship arises, I/we will speak with the director, as a tuition scholarship may be available.*

Should my child be withdrawn from the school for any reason, during the school year, I/we am/are still obligated to pay the lesser of either: the balance of tuition for academic year; or, 30% of the contracted tuition for academic year. This may include: tuition and fees due and payable, plus any costs that the school shall incur for collection, including, but not limited to court costs and reasonable attorney’s fees. A written notice sent to the director 30 days before the last day of enrollment is requested before withdrawing my child.

Initials required: Parent 1 \_\_\_\_\_ Parent 2 \_\_\_\_\_

**Multi-Year Enrollment Expectation**

By signing this contract, I/we understand that the Primary and Elementary programs encompass three-year curriculum cycles, and that the Primary program for children ages 3 through 6 years old *includes the kindergarten year.* To the best of my knowledge, I/we commit to my child’s current program cycle, leading up to the next program cycle:

- Lower Elementary Grades 1<sup>st</sup>-3<sup>rd</sup>
- Upper Elementary Grades 4<sup>th</sup>-6

**Parent Education/Family Events**

I/We will do my best to attend as many family events or parent workshops and conferences each year as I/we and my family are able; in order to gain information on my child’s development and on the Montessori philosophy and method in a bilingual learning environment.

**Annual Giving**

Castle Island Bilingual Montessori depends on annual giving to maintain its high standards for my child. Please, encourage family, friends and associates to help either through tax-deductible direct donations, school fundraisers, or outside fundraising. All help to raise funds to support our nonprofit independent school is gratefully appreciated.

**Indemnification**

With the enrollment of my child as a student at Castle Island Bilingual Montessori, the undersigned agrees to indemnify and hold Castle Island Bilingual Montessori - its trustees and staff harmless, against any claims/demands made by, or on behalf of my child.

I/We, hereby agree to the terms of the above contract and guarantee the financial payments as set forth. I/We further understand and agree that the deposit, tuition and fees for the 2023-2024 school year are to be paid in full and are non-refundable.

Parent/Guardian Signature(s):

\_\_\_\_\_  
 \_\_\_\_\_

School Director Signature:

\_\_\_\_\_

Date Received: \_\_\_\_\_