

New Horizons Childcare
5151 E. Sam Houston Parkway S.
Pasadena, TX 77505

Tuition Contract
Child's Name: _____
Parent's Name: _____
Tuition: _____
<u>NOTICE:</u> NCI Parents MUST be on a Monthly billing cycle.
Please circle one of the following payment cycles: Weekly Bi-Weekly Monthly

The following are our tuition policies:

1. Parents may choose to pay tuition on a monthly, bi-weekly, or weekly basis. Payment for tuition can be made in any amount as long as it is over the amount of one week's tuition. Registration and activity/supply fees should be paid upon enrollment or prior to start date of attendance.
2. Tuition is paid in advance and due on the following payment basis:
Weekly – Due on Monday morning for the upcoming week. If a holiday falls on Monday, payment will be due Tuesday.
Bi-Weekly – Due on or before the 1st and 15th of every month. If a holiday falls on the 1st or the 15th, payment will be due the next business day.
Monthly – Due on or before the 1st of every month. If a holiday falls on the 1st, payment will be due the next business day.
NCI Families: Your parent fee is due the 1st of every month, if other arrangements need to be made please speak with the office staff.
3. Late Fees: \$10.00 will be charged to unpaid accounts on the 3rd business day of the billing cycles. Account balances that remain unpaid in the next billing cycle will be charged a \$10.00 fee again until the account is brought current. A 30 day notice letter will be sent to notify you of the delinquent account. We reserve the right to dismiss the child if the account is not brought current.
4. A late pick up fee of \$1.00 per minute/per child will be assessed after 6:00pm and has to be paid the following business day.
5. A \$25.00 fee will be charged on checks that are returned from the bank. We will only accept money orders, cash, or cashiers checks on accounts that have two returned checks.
6. There will be **no reduction in tuition due to an absence other than vacation** (see Parent Handbook). **This includes sick days, holidays, in-service days, or emergency measures.** Absences do not warrant a reduction in tuition since the school must incur its operating costs whether a child attends or not.
7. A two week notice is required in writing prior to your child's last day.
8. Parents who fail to pay tuition on time are subject to be reported into a payment violators network that reports to credit bureaus.

I have read and acknowledge the policies regarding policies and payments of tuition as stated above.

Parent's Signature

Date

Facility Representative's Signature

Date

