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B Email <input type="checkbox"/> WS Email <input type="checkbox"/>

AFTER SCHOOL ENROLLMENT AGREEMENT

School Year: _____

Child's Name: _____ Date of Birth: _____ Gender: _____ School: _____

Address: _____ City: _____ State: _____ Zip: _____

Parent/Guardian 1 Name: _____ Parent/Guardian 2 Name: _____

Parent/Guardian 1 Email: _____ Parent/Guardian 2 Email: _____

Parent/Guardian 1 Phone : (Home) _____ (Mobile) _____ (Work) _____

Parent/Guardian 2 Phone : (Home) _____ (Mobile) _____ (Work) _____

Starting Date: _____ \$ _____ Monthly Tuition

May Tuition \$ _____ Registration Fee (*non-refundable fee. Due upon enrollment*) \$ _____ Total Due \$ _____

Tuition: By signing this agreement parents understand that they will be charged tuition for the class in which their child is placed, and they acknowledge and agree that they are responsible for paying the class tuition on or before the first of each month. Tuition payments are considered late after the fifth of the month and a late charge of \$35 will be assessed after that date on any unpaid balance, unless prior arrangements have been made with YPW. Full payment is due each month regardless of the number of days your child is expected to be in attendance, and no adjustment is made for illness, vacation or inclement weather. A ONE-MONTH'S TUITION DEPOSIT is required and is applied to tuition for May of current school year. This deposit is due to the School Office upon enrollment in the program. Tuition deposits are non-refundable.

Please initial the following:

_____ **Registration / Material Fee: This non-refundable fee is due upon enrollment.**
\$ _____

_____ **Withdrawal Policy:** The School requires an advance complete month ****written notice of withdrawal****. We must receive such notice any business day within the month prior to your last month of attendance. For example:

a. If we receive your ****written notice of withdrawal**** on October 1st, your last month with the school is November. The school deposit covers the last full and complete month – in this case November –

b. If we receive your ****written notice of withdrawal**** on October 31st, your last month with the school is November. The school deposit covers the last full and complete month – in this case November –

If a full complete month advance ****written notice of withdrawal**** is not received, the standard tuition fee shall be charged for that period.

**** written notice of withdrawal**** refers to the YPW School Agreement Cancellation form

_____ **Sibling Discounts:** Families with more than one child will receive a 10% discount for additional family members. The discount is taken from the lesser of the tuitions.

_____ **Return Check Charges:** There will be a \$35 fee for all returned checks

_____ **Late Pick Up:** A fee will be charged for any child not picked up before the school’s regular closing time. This charge shall be \$30.00 per child for the first 10 minutes and an additional \$10.00 per child per 5-minute period thereafter. Fees for late pick-up are payable immediately; if not paid, the child will not be readmitted to the program. Consistent lateness will be the cause for the child’s dismissal from school.

_____ **Absences:** If your child is sick, picked up early, rides the bus/carpool on a particular day, or unable to attend our afterschool program, please email the school office prior to the start of the program on that day or the latest by 2 pm. *We will automatically charge to your account \$40 after the second occasion and each time thereafter of waiting for your child at his school when we didn’t have to go to pick her up and you did not send us an email notifying us of his absence.*

_____ **First day of YPW Afterschool program:** Your child’s first day is the same as EANES (YPW Westlake) or AISD (YPW Central) first day of school.

_____ **Last day of YPW Afterschool program:** Your child’s last day is the same as EANES (YPW Westlake) or AISD (YPW Central) last day of school.

_____ **This School is closed on the following days:**

	Holiday – Labor Day
	Holiday – Columbus Day (Staff In – Service)
Thursday & Friday	Holiday – Thanksgiving –
December 24 – 31	Winter Break
	New Year Day
First business day after new year’s	Faculty In-service Day
	Holiday – MLK Day (Staff In – Service)
	Holiday – President’s Day (Staff in Service)
	Good Friday
1 Early Release Day	May – Teacher Appreciation Dinner -
	Holiday – Memorial Day
	Holiday – Independence Day
3 Business day before school year starts	3 days August - Training – School Closed -

YPW admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school.

Date: _____ Parent/Guardian 1 Signature: _____

Date: _____ Parent/Guardian 2 Signature: _____