

How did you hear about *ToddlerTime*? Please let us know if someone recommended you so we can thank them!

Enrollment: Early enrollment is open until November 30th and is intended for current families, siblings, Congregational Church members and those who know that ToddlerTime is their first choice of school. Early enrollment acceptance notifications will go out on a rolling basis. Regular enrollment begins December 1st.

Your first tuition payment is due seven days from your acceptance. When offering enrollment, we consider the child's age and gender as well as your commitment to our programs and administrative team recommendations

Application Fee: There is a \$100 non-refundable application fee which covers enrollment, family programs, field trips and a class photo. This fee is non-refundable.

Placement/Contract: As soon as we can confirm your placement in a class, you will receive a contract to sign. This contract is valid for 7 days. If you are not positive about your interest in enrollment (ex. waiting to hear from another school), please let us know and we will do our best to work with you. Classrooms and teachers are subject to change from year to year. If you have any specific requests, please let us know now. Final class placement is in August.

Tuition: Please choose one: () One payment in full with contract () 2 automatic withdrawals from checking or savings account or credit card (due with contract and by October 31). Please note credit card and debit payments will have a convenience fee of 3%. If you would like a payment plan, please reach out to us.

Tuition is non-refundable, and you are responsible for the full year tuition regardless of attendance. We understand that there is no deduction or rebate of any fees because of our child's absence or withdrawal or school closures due to inclement weather or any other unpredictable cause including but not limited to a global crisis, health crisis or unforeseeable interruption in business. If you cancel a position or must leave the program for any reason, the administrative team may decide to refund your tuition minus a \$750 processing fee if they are able to fill the spot and your withdrawal has not caused harm considering class enrollment, reason for withdrawal, notice, timing, and teacher contracts. If in the opinion of ToddlerTime and the Early Childhood Team from the public school system, the child's enrollment is inappropriate for the child or detrimental to classmates, the child will be disenrolled and tuition will be prorated for the period the child attended. ToddlerTime does not provide accident or health insurance for students.

Signature: _____

Printed Name: _____

Date: _____

***Please submit completed application to Carolyn@toddlerTimes.org**