



Battery Park City Day Nursery
 215 South End Ave New York, NY 10280
 (212)945-0088 FAX (212) 786-1673

This Contract made between _____ and Battery Park City Day Nursery (The School) to enroll the child, _____ born on _____ for the academic term: Sept. 1, 2016 – June 30, 2017 with the following schedule: MON TUE WED THU FRI 8-8:30 3:00 – 6:00

This **Pre-Kindergarten Extended Day Contract** is subject to the following terms and conditions:

1. Tuition for the hours 8:30 a.m. to 2:50 p.m. Monday through Friday is paid for by the NYC Department of Education Pre-K for All program. There are no fees due for 176 days during the school term. There is no obligation to enroll in any private programming offered by the School.
2. Tuition in the amount of \$ _____ is due and payable on the first day of each month during the term. A late fee of \$50.00 will be added to tuition unpaid by the 7th of the month. A \$50.00 fee will be added to payments that do not clear the bank. Your child’s right to attend the private programming offered by the School is conditioned on timely tuition payment. Space permitting, you may adjust days and times at the beginning of a month. You must notify the office during the prior month and will be charged the corresponding fees.
3. One month’s prepaid tuition in the amount of \$ _____ is due and payable at the signing of this Contract and reserves a place in the Before and/or Afterschool program for your child. This amount is equal to your current tuition and will be increased when tuition is increased. If your schedule is decreased, the prepaid tuition differential will be forfeited. The prepaid tuition will be applied to your account upon completion of this Contract. **If you cancel this contract after May 10, 2016, or withdraw your child prior to June 30, 2017, you will forfeit the prepaid tuition and Enrichment Fee.**
4. A fee of \$ _____ is due and payable at the signing of this Contract and reserves a place in the Holiday/Pre-K Non-attendance Day programming for your child. **This fee is non-refundable and non-transferable.**
5. **An Enrichment Fee** of \$300.00 is due upon signing of this contract. This is a flat, annual fee and is not determined by the days of the week your child is scheduled. The fee will not be adjusted for short term contracts.
6. No fee is charged for EFT tuition payments. However, a Non-EFT Processing Fee of \$30.00 in addition to your tuition is due and payable on the first day of each month.
7. Tuition cannot be reduced or refunded due to the absence of your child for any reason, at any time, during the term of this Contract. There will be no substitution for days missed. Full tuition is due for the private programming of the School closings; including, but not limited to weather, epidemics, terrorism, acts of God, unsafe building conditions, or events beyond the control of the School. You are responsible for all tuition due up to your child’s last day in School. All costs incurred in the collection of tuition including, but not limited to legal fees, are the responsibility of the parent/guardian.
8. The School reserves the right to terminate this Contract at any time. It is understood and agreed that any such decision shall be within the sole discretion of the School.

Parent/Guardian _____ Date _____

Parent/Guardian _____ Date _____

School Administrator _____ Date _____