

Vienna Presbyterian Church Preschool
124 Park Street, NE
Vienna, VA 22180

2017-2018 In-House Contract
(For Current and Alumni Families)

We are pleased that your child will attend Vienna Presbyterian Church Preschool (VPCP) for the 2017-2018 school year. In order to confirm your child's enrollment, please sign this contract and return it to the preschool office with your deposit and supply fee check by May 1, 2017.

Days of Attendance	Monthly Tuition	Annual Supply Fee	Payment Due May 1 st
2 Day	\$190	\$50	\$240
3 Day	\$285	\$75	\$360
4 Day	\$380	\$100	\$480
5 Day	\$475	\$125	\$600

We the parents of _____ (student name) agree to make 9 tuition payments in the amount of _____ (monthly tuition amount) for enrollment in VPC Preschool from September 2017 through May 2018. We agree to prepay May 2018 tuition as our non-refundable deposit. This prepayment, along with a one-time Supply Fee is due May 1st, 2017. (Please make checks payable to VPCP.)

We also acknowledge that tuition is due the first school day of every month and that on the 11th of the month, a **\$15 late penalty** will be applied. If tuition payment is not received by the first of the following month, VPCP reserves the right to withdraw your child from the program.

Please note that all at VPCP students must be age appropriately immunized with the minimum requirements for attending school according to the VA State Board of Health's *Regulations for the Immunization of School Children* unless there is a documented medical reason exempting the child from certain vaccinations. All children will be required to submit the VA Commonwealth School Health form by Aug 1, 2017.

Parent
Signature _____ **Date** _____

Office Use Only

Deposit /Supply Fee Amount Paid \$ _____ Check Number _____
Assistant Director Signature _____ (Terri Franke)