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New Fall 2025 Location: 8938 33rd St, Princeton, MN 55371

## ELEMENTARY TUITION PAYMENT CONTRACT

Student Name \_\_\_\_\_ Start Date \_\_\_\_\_

Welcome! Discovery Montessori is funded primarily through tuition paid by each family. Please read this contract carefully to ensure you fully understand the policies outlined. Our goal is to support your satisfaction with the school you've chosen and to avoid any misunderstandings.

**Registration Fee:** I agree to pay a \$100.00 non-refundable registration fee, due with the Enrollment Forms. This fee is not deductible from the tuition fees.

**Tuition Payments:** I agree to pay tuition of \$\_\_\_\_\_ per month per child. I understand that payment of \$\_\_\_\_\_ is due by the first school day of the month. I may pay in advance if I choose. Checks must be made payable to Discovery Academy. Checks may be mailed to the administrative address above or may be put in the locked tuition payment box.

**Late Payment Charge:** I understand that tuition that is late will incur a fee of \$5.00 per day. It is crucial that my payment is received on time. Past due tuition may affect my child's enrollment status. My child will not be able to continue the next school session nor will records be transferred. Past due tuition will incur a 10% increase for each month late.

**Withdrawal Policy:** I will notify Discovery Academy with a written notice one month in advance of withdrawal from the program. I am held responsible for tuition for one full month after the notice is received to allow the school time to fill the vacancy. Failure to comply will result in legal expense including a potential counter claim expense.

**Absence:** If my child is absent (for example, illness or vacation) I understand I will still be required to pay the fee for the missed day(s). I understand my child's place in the program is still reserved whether they are there or not. I understand that tuition is due even when the school is closed for holiday breaks.

**Late Pickups:** I agree that if I am more than 10 minutes late to pick up my child I will pay a fee of \$20.00 for every 15 minutes I am late. This will be paid immediately to staff on site.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Discovery Montessori Authorized Signature

\_\_\_\_\_  
Date