



Extended Day Program Enrollment Contract 2021-/22

GRADES Ages 6 to 12

THIS IS A LEGALLY BINDING DOCUMENT; PLEASE READ IT CAREFULLY.
PLEASE COMPLETE AND RETURN THIS ENROLLMENT CONTRACT TO THE SCHOOL OFFICE.

Student _____ Start Date _____ Grade Entering _____

In consideration of enrollment of the above named student at Mālamalama Waldorf School (MWS), I/We the Undersigned, jointly and severally, agree to all of the terms and conditions outlined in the Enrollment Contract. We agree to pay the tuition and fees as outlined below. We further agree to abide by the Terms and Conditions as set forth in this contract. **Students 13+ years of age may enroll in aftercare but cannot attend until the After School Leadership Program form is completed.**

_____ <i>Signature</i>	_____ Date	_____ <i>Signature</i>	_____ Date
_____ Print Name		_____ Print Name	
_____ Mailing Address		_____ Mailing Address	
_____ City	_____ State	_____ City	_____ State
	_____ Zip code		_____ Zip code
_____ Primary Telephone		_____ Primary Telephone	
_____ Email address		_____ Email address	

Enrolling: Monthly \$187/mo (first priority) -OR- Hourly \$7/hr (when available)
 Mondays Tuesdays Wednesdays Thursdays Fridays

I am receiving the following childcare subsidy, and will provide proof of approved subsidy amount to the MWS Business Office Manager. I understand that in the event of loss/reduction of said child care subsidy I am responsible for all tuition and fees due to Mālamalama Waldorf School in accordance with the Terms and Conditions of this contract: Childcare Connection First-to-Work

_____ (initial here) EDP Late Pick-up Fees A \$1.00 per minute late pick-up fee is charged for every minute that the child is picked up late from aftercare.

_____ (initial here) All EDP charges will be paid through FACTS Tuition Management Company - <https://online.factsmgt.com/signin/4bp2f>

GRADES EDP Withdrawal Policy (A Student Withdrawal Form is due 30 days prior to withdrawal date.)

If a student leaves Mālamalama Waldorf School for any reason after a Tuition Contract has been signed, including but not limited to illness, withdrawal or dismissal, the undersigned party is responsible for tuition determined as follows:

- **Student is not officially withdrawn until a withdrawal form is received in the office.** Families are required to submit a withdrawal form 30 days prior to withdrawal date. If the withdrawal form is received less than 30 days prior to the desired withdrawal date family will be responsible for tuition payments for the full 30 days from the date the form was received in the office.
- If the desired end date is on or before the 15th of the following month the family is financially obligated to pay the pro-rated daily amount.
- If the desired end date is after the 15th of the following month the family is financially obligated to pay the full following month's tuition.
- If the school asks that the child be dismissed, the family is obligated to pay tuition for the time that the child was enrolled in school up until official dismissal date is determined by the school.
- Once a child has withdrawn from the school and would like to re-enroll, the family will be required to pay any unpaid previous balances.

_____ (initial here) I have read and understand the withdrawal and late pick-up Policies of Mālamalama Waldorf School .

I hereby give my child permission to attend and participate in the activities conducted by the Mālamalama EDP Program. I have received, reviewed, and understand the EDP Program Brochure/Information sheet, which includes the Discipline Guidelines/Code of Conduct; and hereby agree to abide by all rules and requirements theretofore.

Parent/Guardian Signature: _____ Date: _____

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Mālamalama Waldorf School is a non-profit 501(c)(3) and admits students of any race, color, national and ethnic origin, religion, disability status, or family status to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, religion, disability status, or family status in administration of its educational policies, admission policies, scholarship and tuition aid programs, athletic, and other school-administered programs. While Mālamalama Waldorf School is open to students with all types of learning styles, there are no formal special education services and therefore the school may not be able to meet the learning needs of all students.