



Extended Day Program Enrollment Contract 2023/24

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.**

Signature	Date	Signature	Date
Print Name		Print Name	
Mailing Address		Mailing Address	
City	State	Zipcode	
Primary Telephone		Primary Telephone	
Email address		Email address	

Enrolling: Mon-Thu 2:30 pm - 5 pm, Friday 12:30 pm - 5 pm
Monthly \$210/mo

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 after 5 pm 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- Student is not officially withdrawn until a withdrawal form is received in the office.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 by the 5th of the month to the office. If the withdrawal form is received after the 5th of the month, the family will be responsible for tuition through the following month.
- 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 the official dismissal date is determined by the school.
- Once a child has withdrawn from the program and would like to re-enroll, the family will be required to pay any unpaid previous balances.

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

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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: _____

Parent/Guardian Signature: _____ Date: _____