



Early Childhood Centers
 BOARD OF JEWISH EDUCATION
 OF METROPOLITAN CHICAGO

Early Childhood Center at Beth Judea
 5304 RFD, Long Grove, IL 60047
 847.634.0363

Application & Tuition Payment Contract 2019-2020
 (September 4 – June 3)

Child's Name _____ Boy/Girl _____ Birthdate _____
Please print clearly; the information provided will be used for the class lists!

1st Parent Name _____ 2nd Parent Name _____

Address _____ Town _____ Zip _____

1st Parent Phone _____ Work _____ Email _____

2nd Parent Phone _____ Work _____ Email _____

New Steps Parent/Caregiver Toddler Class

This class offers the curious and eager toddler an opportunity to explore a multitude of media in a classroom specifically designed and equipped for this age group. Activities each week focus on a new concept or theme. A beginning circle time with songs, fingerplays and musical activities will set the pace for the class session before the children move out individually to experience the play media. The children, with the encouragement of their parent/caregiver will have the opportunity to develop problem solving and building techniques with different sized building blocks, engage in social dramatic play in our creative home corner area and develop cognitive skills using age appropriate manipulatives. The toddler will also explore various art media each week. Class ends together at the rug, with an upbeat rhythm and physical movement activity. This class is for children turning two between September 1, 2019 and August 31, 2020.

CLASS SELECTIONS AND TUITION SCHEDULES

Toddler Programs (Preschool classes are on the other side of this application)	Time	Tuition
<u> </u> New Steps 1 day/wk—Fridays.....	9:15-10:15.....	\$717

*Please Note: We make commitments to our staff based on registrations received, and therefore:
 There will be NO REFUND of tuition payments.*

PAYMENT PLANS

- One payment by **check** at registration.
- One payment on my **Visa or MasterCard** at registration.
- Two equal payments on my **Visa or MasterCard** one at registration and one on 8/15/19.

If you have agreed to make your tuition payments by **CREDIT CARD**, please include the following information:

Type of Charge Card (**Visa or MasterCard**) _____ Charge Card # _____ Exp Date _____

Name on Card _____ Signature on Card _____

This document is a legal contract between you and the BJE. By signing it, you are certifying that you have read, understand and agree to its terms and conditions. If you do not understand anything in this contract, please ask for an explanation or clarification before you sign. The BJE will provide you with a copy of this Application and Tuition Payment Contract 2019-2020 after your child has been accepted and placed in a BJE-ECC program.

1st Parent's Signature _____ 2nd Parent's Signature _____ Date _____

OFFICE USE: Check # _____	Amount _____	Dated _____
Received by _____	Date Received _____	



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CLASS SELECTIONS AND TUITION SCHEDULES (Tuition deposit of \$250 is **included** in tuition listed below)

Preschool Programs (Parent Toddler classes are on the back of this application)	Time	Tuition
Parent Toddler Classes are on the back of this application		
<u>2 Year Olds: 2 days/wk---T/TH.....</u>	<u>9:00-11:30.....</u>	<u>\$2689</u>
<u>2 Year Olds: 3 days/wk---M/T/TH.....</u>	<u>9:00-11:30.....</u>	<u>3849</u>
<u>3 Year Olds: 3 days/wk---M/W/F.....</u>	<u>9:00-12:00.....</u>	<u>4110</u>
<u>3 Year Olds: 4 days/wk---M/T/W/F.....</u>	<u>9:00-12:00.....</u>	<u>4835</u>
<u>4 Year Olds/PreK: 5 days/wk---M/T/W/Th/F.....</u>	<u>9:00-12:00.....</u>	<u>5480</u>

TUITION DEPOSIT

A tuition deposit of \$250 (check, Visa, or Mastercard), must accompany all applications. This check/charge is processed only when your child is accepted and placed in a program and will be deducted from the total tuition for year 2019-2020 as listed above. There will be no refund or return of this deposit once your child has been accepted and placed in a program.

My **check** for \$250 is attached to my application.

Please **charge my Visa or Mastercard** as indicated below upon acceptance and placement of my child.

TUITION PAYMENT

By applying for the Board of Jewish Education (BJE) Early Childhood Center (ECC) program, I/We agree as follows:

- 1) The BJE makes financial commitments to our staff and teachers based on the number of registrations received for our program. Accordingly:
 - a) There will be no refund or return of your tuition deposit once your child has been accepted and placed in a program.
 - b) If you withdraw your child from our program after your child has been accepted and placed in a program, but before the first scheduled day of class, you will not be entitled to a refund or return of your tuition deposit or any tuition payment or payments which has/have already been processed pursuant to your agreed tuition payment plan. However, you will not be responsible for payment of the remainder of the tuition amount.
 - c.) If you withdraw your child from our program after the first scheduled day of class, you will be responsible for payment of the full tuition amount.
- 2) You will not be entitled to any refund or return of tuition for days your child is absent from our program or for days on which classes are canceled due to inclement weather or other emergency.
- 3) If the number of children enrolled in your selected program does not meet the BJE-ECC'S minimum required participants, the BJE shall be entitled to cancel said program. If your program is canceled due to lack of enrollment, you will be entitled to a full refund of your tuition deposit and any tuition payments which have already been processed.
- 4) In the event that you do not make all scheduled deposit and tuition payments when due, the BJE reserves the right to discontinue your child's participation in the ECC.
- 5) By signing this Application & Tuition Payment Contract, and in consideration for the BJE accepting your child into an ECC program, you are promising to pay the tuition as listed above in the Class Selections and Tuition Schedules for your child's program pursuant to the Payment Plan agreed to by you below. If the payments are not made on the date(s) due and you fail to make alternate payment arrangements acceptable to the BJE, it may become necessary for the BJE to place your account for collection. You will then be responsible for payment of the unpaid tuition balance and all costs of collection, including but not limited to attorney's fees and court costs. Although the BJE makes every effort to ensure that we process credit card payments in a timely manner, payment of tuition remains your responsibility. Please verify with your credit card company that your tuition payments have been billed as scheduled. You must notify the BJE of any change to your designated credit card, including a change in type of card, account number or expiration date.

PAYMENT PLANS

6) I/We agree to pay the BJE for tuition as follows:

One payment by check dated April 1, 2019.

One payment on my Visa or MasterCard on April 1, 2019.

Four equal payments on my Visa or MasterCard on 4/1/19, 6/1/19, 8/1/19 and 10/1/19 to be billed directly by the BJE.

Ten equal payments, one a month, on my Visa or MasterCard on 4/1/19, 5/1/19, 6/1/19, 7/1/19, 8/1/19, 9/1/19, 10/1/19, 11/1/19, 12/1/19 and 1/1/20, to be billed directly by the BJE.

7) If you have agreed to make your tuition payments by **CREDIT CARD**, please include the following information:

Type of Charge Card (**Visa or MasterCard**) _____ Charge Card # _____ Exp Date _____

Name on Card _____ Signature on Card _____

8) This document is a legal contract between you and the BJE. By signing it, you are certifying that you have read, understand and agree to its terms and conditions. If you do not understand anything in this contract, please ask for an explanation or clarification before you sign. The BJE will provide you with a copy of this Application and Tuition Payment Contract 2019-2020 after your child has been accepted and placed in a BJE-ECC program.

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