



## The Madame Curie School of Science and Technology South Riding Campus

### ADMISSIONS ENROLLMENT

NOTES (for Office Use Only):

APPLICATION FEE: \_\_\_\_\_ DATE: \_\_\_\_\_

FEES: \_\_\_\_\_ DATE: \_\_\_\_\_ METHOD OF PAYMENT: \_\_\_\_\_

### STUDENT INFORMATION

STUDENT'S FULL NAME: \_\_\_\_\_ NICK NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SEX: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

SCHOOL ATTENDING DURING SCHOOL YEAR: \_\_\_\_\_ GRADE: \_\_\_\_\_

FATHER'S NAME: \_\_\_\_\_

HOME ADDRESS: (if different from above) \_\_\_\_\_

PLACE OF EMPLOYMENT: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

MOTHER'S NAME: \_\_\_\_\_

HOME ADDRESS: (if different from above) \_\_\_\_\_

PLACE OF EMPLOYMENT: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

Child lives with: ☐ Mother ☐ Father ☐ Both Parents ☐ Other \_\_\_\_\_

Siblings and ages: \_\_\_\_\_

Person(s) or Agency having legal custody of Child: \_\_\_\_\_

Previous Schools/Day Care Attended along with Year: \_\_\_\_\_



EMERGENCY INFO:

EMERGENCY CONTACT 1: (FULL NAME) \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMERGENCY CONTACT 2: (FULL NAME) \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ PHONE: \_\_\_\_\_

PHYSICIANS NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

Insurance \_\_\_\_\_ Policy # \_\_\_\_\_

ALLERGY INFORMATION: \_\_\_\_\_

FOOD RESTRICTIONS: \_\_\_\_\_

SPECIAL REQUESTS: \_\_\_\_\_

Transportation of Student

The following persons have my permission to transport my child to and from school on any given day.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

I understand that I should inform the school in writing if someone not listed above will be transporting my child to or from school. If you call the school to change transportation plans for your child you must identify yourself with your door code. If you cannot supply the code, we will not release your child to anyone not on the above list.

PERSON(S) **NOT** AUTHORIZED TO PICK UP CHILD: \_\_\_\_\_

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The Madame Curie School has my permission to seek emergency care for my child:

\_\_\_\_\_ (child name)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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If you choose **not** to participate in the following program please leave this section blank.

\_\_\_\_\_(initial) I grant permission for The Madame Curie School to use photographs or videos of my child in promotional materials without compensation.



ENROLLMENT CONTRACT

This agreement is made by and between \_\_\_\_\_ (Herein after referred to as 'Parent(s)')  
and The Madame Curie School of Science and Technology (Hereinafter referred to as MCS)

***Please initial inside the boxes.***

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1. Parent(s) hereby enroll (Child's Name) \_\_\_\_\_ D.O.B. \_\_\_\_\_  
in MCS for the 2017-2018 school year from August 24, 2017 to June 13, 2018.

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2. **Tuition:** Parent(s) agree to pay the annual tuition fees of \_\_\_\_\_ in 10 equal monthly installments of  
regardless of the child's attendance. There will be no makeup days or hours given for holidays, sickness,  
vacation credit or credit for vacation time off. There will be no proration of fees. **The tuition is due on the 1<sup>st</sup> of  
each and it will be considered late after the 3<sup>rd</sup> of each month.**  
MCS reserves the right to change the tuition fees at any time. A written notice of any rate change will be made  
available 28 days prior to the effective date of the change.

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3. **Enrollment fee:** A non-refundable annual enrollment fee of \$300 (\$200 if it is re-enrollment) is due at the time  
of this registration.

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4. **Late Fee:** A late charge of \$50 (fifty dollars) will be assessed if tuition payments are not received by the 3<sup>rd</sup> of  
the month. Tuition in arrears more than 30 days is subject to finance charge of 1 ¼ % per month on the unpaid  
balance. Also, a \$50 fee will be assessed for returned checks. If collection or legal action is instituted on this  
contract, Parent(s) agree to pay all the costs and disbursements including all attorney and legal fees incurred to  
collect and enforce this indebtedness. Any litigation or civil action concerning this agreement shall be venue in  
a court of competent jurisdiction in County of Domicile where this contract was signed.

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5. **Early Termination:** This contract may be terminated early if the Principal receive a thirty (30) days written  
notice from the Parent(s) by or before Dec 1, 2017. Parent(s) understand that their obligation to pay all fees is  
unconditional and that no portion of the fees paid or outstanding will be refunded in the event of absence,  
withdrawal, or dismissal from MCS. Parent(s) will remain responsible for the tuition payment of the portion of  
the academic year that has passed as of the termination date. If the Principal does not receive written  
notification of early termination by the date above, Parent(s) shall remain responsible for the full annual tuition  
obligation, regardless of whether the student actually attends classes.

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6. **Attorney's Fees:** The Parent(s)/Guardian also agrees to pay one hundred percent (100%) of the MCS expenses  
of enforcement and collection of tuition, fees and related expenses, including without limitation, attorney's  
fees and costs. The Parent/Guardian waives all homestead rights and exceptions, which they may have under  
any law as against obligation owing under this contract and assigned the same to MCS. This contract applies to  
any amount previously invoiced and outstanding. In the event of a legal dispute involving Student and/or  
Parent/Guardian, if the School or any member of its faculty or staff is required to testify, provide information  
for, or otherwise participate in the dispute, the School shall be entitled to recover from Parent/Guardian the  
School's attorneys' fees and costs incurred in such legal action.

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7. **Rules and Regulations:** As a condition of the school's enrollment of a student, Parent(s)/Guardian and Student  
accept and agree to abide by the rules and regulations of MCS and acknowledge that MCS retains the right to  
dismiss any student for unsatisfactory conduct on campus or off campus. The delinquency of tuition or any  
other school fees also can be grounds for dismissal and Student will not attend until account is paid in full to  
date. No transfer of records will be granted until financial obligations have been met.  
MCS retains the right to terminate enrollment if the student, parent(s) or guardian(s) do not comply with  
policies, rules or regulations of MCS. MCS may also terminate enrollment if the student, parent(s) or  
guardian(s) fail to cooperate with faculty and administration. MCS reserves the right to dismiss a student if his  
or her physical or mental conditions or disabilities preclude the school from providing the necessary needs of  
the student as determined by MCS administration and staff.



- ☐ 8. **Hold Harmless:** Parent(s) agree to hold MCS and staff harmless to any liability to their child(ren) or any guardian or parent thereof because of claims on their behalf against MCS or its staff because of any injury or alleged injury to their child(ren). Should any legal action taken against MCS or any staff member on their child's behalf and the school or its staff not be found "at fault", Parent(s) agree to pay any attorney fees, court fees, damages or other costs that MCS or its staff should incur to defend itself against such action.
- ☐ 9. **Pick-up and Drop-off Times:** The parent(s) agree to drop-off their child(ren) no earlier than 7 am Monday to Friday if the student attends the Preschool, Pre-K or Kindergarten programs enrolled. The Parent (s) agree to pick-up their child(ren) by 12:30 pm if student is Part Time or 6 pm if student is Full Time. A late pick-up fee will be assessed when a child is left beyond the duration of the enrolled program. No late fee will be charged if the child is picked up within 5 minutes after 6 pm. After 5 minutes, Parent(s) agree to pay a late fee of \$1.00 for every minute that has passed since the scheduled pick-up time. This late fee must be paid when the child is picked up or the following morning. This late fee is not applicable towards the regular fees. Chronic lateness after the program hours may be grounds of termination of service. If the parent or authorized person(s) fails to pick up the child or contact MCS or if MCS staff cannot reach the parent or authorized person(s), within sixty minutes after closing time, children may be released to child protective services or other local authorities.
- ☐ 10. **Sign in and Out:** Parent(s) understand that they must sign their child in and out each day and MCS is not responsible for their child(ren) until he/she is signed in or after he/she is signed out. For Sign-In and Sign-Out, a full legal signature of the Parent/Authorized Person or Guardian is required every day at the front desk.
- ☐ 11. **The Department of Licensing Agency** shall have the authority to interview children or staff and inspect and audit child or facility records without prior consent. The licensee shall make provisions for private interviews with any children or staff member; and for the examination of all records in relation to the operation of the child care center. The Department or Licensing Agency has the authority to observe the physical condition of the child(ren), including conditions that could indicate the abuse, neglect, or inappropriate placement.
- ☐ 12. **Illness:** MCS agrees to notify parent(s) whenever the child becomes ill and the parent(s) will arrange for the child to be picked up within one hour as requested by MCS. Parents agree to bring the child back to MCS 24 hours after child is symptoms free or 24 hours after being placed on antibiotics (See Infection Policy Form).
- ☐ 13. **Household illness:** The parent(s) agree to inform MCS within 24 hours or next business day after his/her child or any immediate member of the household has developed a reportable communicable disease, as defined by the State Board of Health, except for life threatening diseases which must be reported immediately.
- ☐ 14. **Medical Emergency:** Parent(s) authorize MCS to obtain immediate medical care if any emergency occurs when the parent(s) cannot be located immediately.
- ☐ 15. **About this contract:** No waiver of modification of this agreement shall be binding upon the parties unless it is in writing and signed by all parties to this agreement. There are no other oral agreements or representations that are not contained in this agreement and any oral evidence of the same shall not be admissible in any civil action or proceeding. This agreement shall be binding on and inure to the benefit of the respective parties, their heirs, legal representatives, successors, and assigns.

Accepted by: \_\_\_\_\_  
Mother/Guardian

Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_  
Father/Guardian

Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_  
Madame Curie School Principal

Date: \_\_\_\_\_