

New App. _____

Date

Renewing _____

Date

Start Date _____

When complete, please return this form along with the Enrollment Form and the Annual Registration Fee to the God's Garden Business Office at 4200 Lowe Rd., Jackson, MI 49203 or to God's Garden Early Learning Center located at Encounter Church.

GOD'S GARDEN CARE AGREEMENT
Please Complete A Separate Form For Each Child

Child's Name _____ Date of Birth _____

Parent's Name(s) _____

Office use
Date received: _____

GETTING STARTED COSTS FOR ALL AGES:

1. **Annual Registration Fee:** \$85 - One child OR \$110 – Families enrolling more than one child
Registration Fee is due with the Enrollment Form and Care Agreement. After the first year this fee is invoiced annually during the month of your renewal.

2. **Up To First Two Weeks Of Care – \$\$ Varies according to what day of the month your care begins.**
Our business office will confirm this amount and provide an invoice for up to the first two weeks of care costs. This payment is due before your first day of care begins at God's Garden Early Learning Center.

Infant And Toddler Care Selection - Birth to 36 Months

CIRCLE THE DAYS OF CARE NEEDED FOR YOUR CHILD AGES BIRTH TO 36 MONTHS

Monday **Tuesday** **Wednesday** **Thursday** **Friday**

DROP-OFF AND PICK UP TIMES

Daily Drop Off _____ (no earlier than 7:15 AM) Daily Pick up _____ (no later than 5:45 PM)

SELECT ONE 12 Month Care Agreement Partial Year Agreement - Months of care _____
2 days of summer care required to maintain enrollment

INFANT/ TODDLER CARE (BIRTH – 36 MONTHS)
\$45.00 per Day (Effective 8/1/2020)
Drop In Rates, add \$5 to rates above

FINANCIAL POLICIES

Childcare and Preschool payments are due in advance, monthly and will be deducted through F.A.C.T.S. Tuition Management Service from your designated checking or savings account on the 1st of the month or on the 1st and the 15th of the month, according to the payment plan you select. If you are approved for DHS assistance you are responsible for costs over and above the DHS approved amount.

F.A.C.T.S. Tuition Management will collect a \$30 non sufficient funds fee when a payment cannot be deducted.

Additionally a late fee of \$25 will be charged by God's Garden Early Learning Center if payments are not received as scheduled. Late fees are added automatically.

A record of your account is provided online through FACTS and through your banking statement.

Early Learning Center

A ministry partnership with Jackson Christian School

God's Garden Early Learning Center reserves the right to dismiss any student whose financial obligation is more than 7 business days past due.

Adjustments will not be made for days a child does not attend for illness and appointments with the exception of vacation days. **Vacation days are determined by the number of days enrolled and must be requested with two weeks advance notice.**

JCELC will issue a tax statement annually for tax purposes. Consult your tax advisor for details about your eligibility for the child care deduction.

Parents are required to bring diapers and supplies for their child. If the child runs out of supplies, parents will be charged an additional fee of \$1 per diaper. These additional charges, if any, will be added to your next FACTS payment.

This childcare center is year round, with the exception of days listed on our calendar page. Days that the Center is not in session are already factored removed from your monthly payment; pricing has already been adjusted for these days. Parents are asked to sign a Care Agreement indicating the days of the week and times of day that child care will be provided.

A two week advance notice, in writing, is required when permanently reducing the number of days your child is scheduled to attend. If less than a two week notice is given, the full monthly charge will be due. Financial accounts of students who discontinue enrollment at any point during the school year will be adjusted according to the number of days contracted through the last day of attendance. A final adjusting payment through FACTS or a reimbursement check will be issued.

Prices subject to change with a 30 day notice.

Every effort will be made to accommodate families who wish to add occasional days. Increasing days is subject to available space and staffing. Requests for additional days may be made through the Preschool Director. A \$5 additional cost per day is added to the normal Child Care Costs for additional days. Charges for additional days will be added to your next FACTS payment.

By signing below I affirm that I have read and agree with the financial policies in this document.

Parent Signature

Date

Parent Signature

Date

NON-DISCRIMINATION POLICY

Jackson Christian Early Education Centers, Inc admits students of any race, color, national and ethnic origin to all the 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 in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.