

# Financial Agreement

Students name: \_\_\_\_\_

Weekly Tuition: \$ \_\_\_\_\_

Responsible Party: \_\_\_\_\_

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

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Birthday \_\_\_/\_\_\_/\_\_\_

License # \_\_\_\_\_

-Voided Check -

<p>Paste voided check here</p>
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I understand and accept all the terms on this agreement.

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

\_\_\_\_\_  
Date

# Financial and Enrollment Agreement

SILVER STAR ACADEMY

5610 E. Sam Houston Pkwy, Houston, TX 77015

Phone: 281-457-3355 Fax:281-457-3359

## Financial Agreement:

Registration Fees: \_\_\_\_\_ (Due once a year)

Tuition: \_\_\_\_\_ Biweekly or Monthly

Tuition is due EVERY MONTH IN ADVANCE or BIWEEKLY

Family Discount: \_\_\_\_\_

Family of more than one child but less than four kids – 10% off the oldest child.

Family of four kids or more – 10% off the total

Total to start: \_\_\_\_\_

**Late pick-up fee of \$10.00 for the first five minutes after 6:30pm and \$1.00 fee per MINUTE after the first five minutes.**

## School Pick-ups:

Parents there will be a fee of \$10 dollars if parents do not call by 12pm to let us know that we do not need to pick-up their child from school.

Your tuition will be automatically withdrawn by TUITION EXPRESS. Tuition is due by the 5<sup>th</sup> of the month or if you are paying biweekly on Monday. If your account is not paid by the following Wednesday, a \$25 late fee will be applied to your account every Wednesday until your account is paid in full. **WITHDRAW POLICY: A two weeks written notice must be submitted to the school director prior to the withdrawal date. This notice should include the date of submission of withdrawal notice and the last date your child will be in attendance. VERBAL NOTICE OF WITHDRAWAL WILL NOT BE CONSIDERED WITHDRAWAL NOTIFICATION.**

## Enrollment Agreement:

Full time: \_\_\_\_\_

Part Time: \_\_\_\_\_

Center Director/Mgmt. Team Member \_\_\_\_\_

Date

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

# AFTERSCHOOL TUITION POLICY

Parents this regarding school holidays and tuition payments for Silver Star Academy. When students have only one day holiday during the week, the tuition for the week is the same **unless** they attend the childcare. If your child attends the childcare for that day you will have to pay the difference.

During Christmas, Thanksgiving, Spring, or Summer Break If your child will not attend Silver Star Academy no tuition will be charged. If they will come for a Drop In the tuition is \$35 per day or \$140 per week. We need to know a week in advance to adjust payments if necessary. There will be **No Refunds or Credits** if the office was not notified in advance.

-Silver Star Academy-

X \_\_\_\_\_



## TUITION PAYMENT

Your tuition payment reserves your child's space in their classroom.

The tuition is based on your child(s) age, and will be updated automatic according with your child birthday you can choose one of our three payment options:

- BI-WEEKLY. Your payment will be deducted every other Monday.
- MONTHLY. Your payment will be deducted on the 5<sup>th</sup> of each month.
- TWICE AT MONTH. Your payment will be deducted half on the 1<sup>st</sup> of the month and the 2<sup>nd</sup> half on the 15<sup>th</sup> of the month.

Please refer to our **TUITION and REGISTRATION FEES CHART** posted at the front office for our **BI-WEEKLY and MONTHLY FEES**. **SILVER STAR ACADEMY** has the right to change our **TUITION FEES** at any time with 30 days notice and in that case the new tuition fees will be posted at the front door and a letter will be sent home to all our parents with 30 days in advance.

If your payment is decline we will charge extra fee of \$25.00 per return payment and a extra \$10.00 per late fee.

At times, it may be necessary to close the academy campus due to weather conditions, holidays, or unforeseen circumstances. No tuition credit will be given for holidays, child vacation, child withdraw or child absence. All tuition/fees are due and payable in spite of unpublished academy closings.

No portion of your monthly paid or outstanding tuition will be refunded or cancelled in the event of absence, holidays, academy closings, withdrawal or dismissal from the academy.

If you withdrawal your child, and you leave a pending balance and you don't pay or make an agreement with the director about your balance, **SILVER STAR ACADEMY** has the rights to withdraw automatic the balance for your account, in the case that your payments is decline or your account is closed will send your account to the collection department, if we don't receive your payment in 30 days your account will be reported to the Credit Bureau.

Thank you for your understanding

**VIVIANA ESCAMILLA**

# ATTENTION PARENTS

*ALL ACCOUNTS need to have an automatic tuition form* signed for the responsible party for us to withdraw your tuition from your bank account every time. If you DON'T want us to withdraw automatic you **NEED TO PAY YOUR TUITION MONTHLY** at the front office in cash, money order or credit card.

**THE TUITION IS DUE IN ADVANCE**

Parent signature: \_\_\_\_\_