

*** PARENTS/GUARDIANS ARE RESPONSIBLE TO READ THIS NOTICE
REGARDING OUR FINANCIAL POLICY. SIGNING BELOW WILL HOLD YOU
RESPONSIBLE TO TLC'S FINANCIAL POLICY. FAILURE TO SIGN FORFEITS
YOUR RIGHT TO ATTEND TLC***

**Trinity Learning Center
Financial Agreement Form 2022-2023
School Age Children**

- Your child will not be able to attend TLC unless tuition is kept up to date. This means if tuition is not paid your child will not be able to attend until your balance is current. You will then receive a "No Entry" notice stating you are not permitted to return until tuition is paid.
- TLC charges \$35.00 for any returned check
- TLC will charge a late payment fee of \$25.00 if tuition is not paid by the following Monday (tuition is due by Friday)
- No credit will be given for absences (this includes sick days) and 1 week notice, IN WRITING, must be given for vacation credit. Vacation request forms are located downstairs by the tuition boxes outside of office.
- No switching of days unless it is a permanent change and approved by the Director. Staff can not approve schedule changes. If you tell them, it is not an approval for your request. You must get approval from the Director.
- There will be a \$20 fee for shortened days and a \$60 fee for days your child attends when the school is closed. You must sign your child up to attend. If you sign them up, you will be responsible to pay the fee even if they do not attend.
- In the event your child damages TLC property or classroom items, you will be responsible to either replace it or pay for the damage.

Parent's Name:

Child/Children's Name:

My child will be attending TLC on the following days:

___ Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday

Please indicate (B) Before school care (A) After school care (A/B) Before and After

My weekly tuition will be: _____

By signing below, I am acknowledging that I have read and agree to the tuition policies.

Parent's Signature

Date

Administrator's Signature

Date