

Human Development Lab School 2008 - 2009 Tuition Agreement

I hereby agree to payment for child care services provided by the University of Houston Human Development Lab School operated by the University of Houston, a public institution of higher education of the State of Texas pursuant to Sections 111.01 et seq. of the Texas Education Code. This contract binds the parents to full payment of the tuition and fees for the contract period and the University of Houston, for and in behalf of the Human Development Lab School to reserve space for a given child and to provide that child with a quality developmental program. This agreement is entered into for the August 1, 2008 – July 31, 2009 term on behalf of the following child or children named below:

Child's Name:	Age	Date of Birth:
_____	_____	_____
(Last) _____ (First) _____ (Middle) _____		
_____	_____	_____
(Last) _____ (First) _____ (Middle) _____		
_____	_____	_____
(Last) _____ (First) _____ (Middle) _____		

Fees:

Application Fee \$75.00 Date Paid: _____ Check #: _____
o This fee is non-refundable, payable with initial agreement and on each August 1st following

Deposit Fee ½ of Monthly Tuition Date Paid: _____ Check #: _____
o This fee is refundable, payable per child, at the start of each year to reserve spot. Deposit to be applied towards last payment with 30 days written advance notice to director.

Monthly Tuition Fee (please initial your selection of class)

August 1, 2008 – July 31, 2009 (8% tuition increase)

Class	<u>Explorers</u>	<u>Experimenters</u>	<u>Investigators</u>	<u>Inventors</u>
Full Day	\$895 _____	\$895 _____	\$875 _____	\$875 _____

Supply Fees \$150 due Aug 1 Date Paid: _____ Check #: _____
 \$150 due Jan 1 Date Paid: _____ Check #: _____
 \$150 due May 1 Date Paid: _____ Check #: _____

Discounted Payment Option

____ 5% sibling discount – one student per family

A late pick up fee of \$20.00 will be charged after 6:00 p.m. for all students. An additional \$5.00 will be assessed for every 15 minutes (or part thereof) past the 6:00 p.m. closing time.

- 1. Payments:** Tuition payments in the amount checked above are due on the FIRST (1st) of each month and late on the SIXTH (6th) of each month. Subject to Texas law, a late fee of 10% of the monthly contracted rate will be charged on the sixth (6th) of the month when a payment is delinquent. Should payments become delinquent for three (3) consecutive months, University reserves the right to terminate this Contract. Tuition payments must be made by check, cashiers check, credit card or money order payable to the University of Houston. NO CASH PAYMENTS WILL BE ACCEPTED!! To have your monthly payment automatically debited on a credit card, contact our Financial Assistant at (713) 743-4136. I further agree to payment of the above schedule of fees and tuition and to be bound by the terms and conditions stated both on pages one and two of this agreement.

2. **Policy:** 1) This agreement is subject to the rules, policies, procedures and regulations of the Human Development Lab School including payment fee, tuition, attendance, health conditions, hours of operations and any applicable University policies/procedures, local, state and/or federal laws or regulations. Noncompliance with any of these policies may be grounds for termination of enrollment. 2) The Human Development Lab School shall have the right during the contracted period to alter or amend its policies concerning Human Development Lab School services, including fees/tuition charged, but only upon four (4) weeks written notice. 3) The Human Development Lab School's waiver of a breach of a condition of this agreement is not a waiver of breach of other conditions or of subsequent breaches.
3. **Arrival Time:** A child may arrive NO LATER than 9:00 a.m. If there is a special circumstance requiring arrival after 9:00 a.m. on a particular day, it will be necessary to check with the teacher and receive permission for late arrival before delivering your child to the Human Development Lab School that morning.
4. **Departure Time:** Closing time is 6:00 pm. EVERY EVENING, NO EXCEPTIONS. If you find you may be late due to a meeting, traffic, classes, etc. make arrangements for someone else to pick up your child and notify the Human Development Lab School who you authorize to act on your behalf. Failure to pick up your child on time can result in a charge of late fees or probationary enrollment and termination.
5. **Absences/Holidays/Emergency Closing:** Upon the occurrence of an event resulting in the closing of the University campus for any reason or an event rendering the operation of the Human Development Lab School unsafe or illegal or any other event which in the opinion of the University of Houston Chancellor/President necessitates the closing of the Human Development Lab School, payment of tuition must still be in conformity with the provisions applicable to absences and holidays. If a child attends any part of a month and subsequently the Human Development Lab School closes under the conditions described above, the entire month's tuition is due; fees will not be pro-rated.
6. **Agreement Cancellation:** Cancellation of this Agreement must be requested in writing with 30 days prior notice and is subject to approval of the Director of the Human Development Lab School. Otherwise this Agreement remains in effect from August 1, 2008 – July 31, 2009. Cancellation, if approved, negates the privilege of the Human Development Lab School priority registration for the next enrollment period.

Family Information

Father's Name: _____ Mother's Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Other Phone: _____

Father's Cell Phone: _____ Mother's Cell Phone: _____

Father's Work Phone: _____ Mother's Work Phone: _____

Authorized Person to contact in event of Emergency: _____

Emergency Phone: _____

Parent or Guardian's signature and date accepting all of the above terms as stated.

Enrollment Accepted by: _____
Human Development Lab School Director and Date

Agreement Cancelled, if approved, by: _____
Human Development Lab School Director and Date

Note: Modification of this Form requires approval of OGC