



5001 Northwood Drive

Anchorage, AK 99517

p: 907-276-2240 f: 907-258-3552

**2018 Toddler Summer Camp Enrollment**

Male  Female

Name of Child \_\_\_\_\_ Nickname \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

**REQUIRED FORMS/DOCUMENTS**

- Updated Emergency Card  Topical Form  Health History Form/Physical  Immunizations

Name(s) of Guardian(s) \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone  Home  Cell  Work \_\_\_\_\_ Phone  Home  Cell  Work \_\_\_\_\_ Email for Billing Statement - REQUIRED \_\_\_\_\_

Summer camps are offered on a first-come, first-serve basis and space is limited.

- A \$50 Summer Registration Fee is required  
(Fee waived if child attended the 2017-2018 school year.)

- Toddler Summer Camp (19months – 3 Years)**  
**Each Camp is 2 Weeks - \$400/Camp**  
**9:00 AM – 1:00 PM**

**Summer Discounts – For Office Use:**

Applied to lowest Tuition Rate (Max 20%)

**Sibling Discounts:**

- 5 % Second Child Discount  
 10 % Third Child Discount

**Multi-Week Discount:**

- 5 % Four (4) or More Weeks

<u>Summer Session I</u>	<u>Summer Session II</u>	<u>Summer Session III</u>
<input type="checkbox"/> <b>Camp 1: Weeks 1-2</b> June 4 – June 15	<input type="checkbox"/> <b>Camp 3: Weeks 5-6</b> July 2 – July 13 (no school July 4)	<input type="checkbox"/> <b>Camp 5: Week 9-10</b> July 30 - August 10
<input type="checkbox"/> <b>Camp 2: Weeks 3-4</b> June 18 - June 29	<input type="checkbox"/> <b>Camp 4: Weeks 7-8</b> July 16 – July 27	

**Initial:** \_\_\_\_\_: I understand I must provide my child a nutritious lunch and that AMS is a peanut free facility. To review the nutrition and lunch policies please refer to the parent handbook located on the school website at: [www.anchagemontessorischool.org](http://www.anchagemontessorischool.org).

**Initial:** \_\_\_\_\_: I agree to pay my child's entire first session's tuition (all weeks) and the \$50.00 registration fee at the time of enrollment.

**Initial:** \_\_\_\_\_: I understand tuition for subsequent sessions is billed 45 Days prior to session start and is due by the end of the month in which it is billed. Sessions must be paid in full prior to the child attending. (June is due at enrollment, July is due 5/31/17 & August due is due 6/30/17)

**Initial:** \_\_\_\_\_: I understand I can cancel my Summer Enrollment Agreement with AMS for the week(s) selected above by following these Deadlines. I must fill out a Summer Change form and will be billed a \$10 fee for each form submitted to the office.

● **Session 1 Deadline for Cancellation: April 10, 2018**

● **Session 2 Deadline for Cancellation: May 10, 2018**

● **Session 3 Deadline for Cancellation: June 11, 2018**

**Initial:** \_\_\_\_\_: I understand I can add weeks in person or writing only. There is no fee for adding weeks.

**Initial:** \_\_\_\_\_: I understand I am financially responsible for the week(s) selected above. Furthermore the total number of week(s) on the Summer Enrollment Agreement after the deadline dates listed above must be paid **regardless of participation! NO REFUNDS WILL BE PROVIDED. AN INVOICE IS DUE IN FULL IF IT HAS NOT BEEN PAID.** *If space is available the week(s) may be exchanged for another week(s) after the deadline dates listed above. Any exchanges must be made on the Summer Camp Change form and a \$10 fee is billed each time a form is submitted.*

**Initial:** \_\_\_\_\_: I have read and agree to the Anchorage Montessori School's Terms and Conditions as stated on the back of this form. I have chosen the program and session week(s) of attendance as indicated above and agree to pay tuition and fees according to that selection.

Signature of Guardian \_\_\_\_\_

Date \_\_\_\_\_

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## Terms and Conditions

1. Students are billed program tuition from the date of enrollment forward. Tuition for summer program is billed monthly (per session) based on the number of weeks selected in a session.
2. Session week(s) may not be canceled after the cancellation deadlines listed on the Enrollment Agreement form submitted to the office. If there is space available the week(s) may be exchanged for a different session week(s). There is a \$10 change fee for each time a Summer Change form is submitted to the office for exchanged weeks and/or cancellations. Camps can be added in person or writing only. AMS will not accept verbal additions of camp weeks. Weeks can be added without a fee charged.
3. Payment Schedule: Tuition is billed in advance and due by **the last day of the month** in which it is billed. Sessions are prepaid. Children are not permitted to attend session until tuition for that session is paid. AMS provides a 10-day grace period for payment. Payments received 10 days after the due date will be assessed a \$10 finance charge.
4. Late Pick Up: If you do not pick up your child at the scheduled time, a late pick up fee is assessed at a rate of \$20.00 for the first five minutes, plus \$2.00 per minute thereafter.
5. The signer of the *Summer Enrollment Agreement* is responsible for making timely payments of all fees and tuition.
6. Accounts over 45 days past due are delinquent and may be subject to collections. If collection action is necessary to collect account balance, you (signer of the *Summer Enrollment Agreement*) will be responsible for all fees related to that collection.
7. Tuition may be prepaid at any time.
8. Payment of tuition is required when student is ill or unable to attend. There is no pro-ration of tuition.
9. The Executive Director of Anchorage Montessori School (AMS), without prior approval of the Board, reserves the right to have any parent withdraw their child from AMS if it is deemed in the best interests of the school.
10. Payments are to be made in person at the front desk or by mail to: Anchorage Montessori School, 5001 Northwood Drive, Anchorage, AK 99517. Receipts are issued at time of payment. Payments may be made via cash (in person only), check, money order, or credit card. Credit card payments can be made online from the *Parents* page of our website at: <http://www.anchoragemontessorischool.org/parents.html>
11. I understand I am responsible for reading and complying to Anchorage Montessori School's *Parent Handbook* located on our website at: [www.anchoragemontessorischool.org](http://www.anchoragemontessorischool.org)

**I have read and agree to abide by the *Terms and Conditions* by signing the front of this form.**

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