



Enrollment Registration Information

Name of child: _____ Parent/Guardian Name: _____

Name of child: _____ Primary Phone Number: _____

Date of Birth: _____ Primary Email: _____

Please initial each section listed below, then sign and date the last page.

Section 1: Tuition and Fees

_____ **REGISTRATION FEE:** I understand that an annual, non-refundable, Registration Fee of \$ 50.00 shall be paid in advance to enroll my child at TESA. Registration is a \$25.00 fee if you were previously registered for a TESA program. The following school year registration will be \$25.00 if you remain enrolled for the calendar year of August through May.

_____ **PAYMENT OF TUITION:** I understand that I must always have an updated card on file. I also understand my card will be processed through Tuition Express the first business day of each week. After the seventh day, if tuition is not brought up to date a Final Demand Letter will be given and services will be terminated. All non-payments will then be reported to the Credit Bureau and actions taken by a Collection Agency.

_____ **DISCOUNTS:** I understand that if I have more than one child enrolled and attending from my immediate family, a \$10 discount from the usual tuition fee is offered to me and is applied to the child(ren) with the lowest tuition rate(s). These discounts are only available to those accounts when full tuition is paid in advance. Discounts are not applicable on any fees or services, Agency Co-Pays, or special program promotions and cannot be combined with any other discount or promotion.

_____ **LATE TUITION:** If payment in full is not received when due, I agree to pay a late payment fee of \$5.00 per day that tuition is not received. All late fees are subject to change with reasonable notice. I understand that if my account is delinquent for more than one week, my late fee for the week is \$25.00 and must be paid in full, prior to my child returning on Monday.

_____ **AGENCY REIMBURSEMENT:** I understand that I am solely responsible for any tuition payment and late fees in excess of any agency or third-party reimbursement in accordance with the applicable contract. I also understand that I am solely responsible for promptly communicating any changes in my status that would affect my agency reimbursement, and that I am solely responsible for payment of any tuition in excess of any agency or third-party reimbursement resulting from my failure to promptly communicate status changes. If I fail to properly enter or swipe attendance for any day my child is in attendance, I understand that I am solely responsible for the payment of tuition.

_____ **RETURNED CHECKS & NSF:** I understand that a processing fee of \$25.00 will be charged to my account for all checks & declined cards which are returned for any reason, and this fee is in addition to any charges that my bank or financial institution may charge me. I understand that any non-sufficient funds checks & fees will be automatically resubmitted electronically up to three times. I further understand that once a check or card has been processed electronically, the check is no longer negotiable and will not be returned. If more than two checks are returned within a six month period, I will be required to pay by an alternate method of payment for the next six month period.

Section 2: Daily Procedure

DAILY SIGN-IN AND SIGN-OUT: Due to the recent COVID-19 outbreak TESA has put a halt to our touch screen computer with fingerprint recognition for your child's sign outs. We ask that each parent remain in their vehicle and allow a staff member to come to your car to pick up your child(ren) in the morning and escort them in the afternoon at pick up.

We ask that the new sign in and out policy is followed on a daily bases. By initialing entering agree to stay in my car during pick up and drop off. I understand that I must always have my ID present and ready for a staff member.

Section 3: Holiday, Absences and Closings

ABSENCES/VACATIONS: I agree to inform the school immediately if my child will be absent on any day. **I understand that no allowances, credits, refunds, or make up days shall be made for occasional absences (i.e. sickness).** My regularly contracted tuition is due for all weeks when my child attends any part of the week. There is no credit given for single days. When using a vacation week, accounts must be current. You are entitled to **2 weeks** of vacation in the summer and 2 weeks during the school year calendar as a committed participant and must use those days consecutively. I also understand that if I withdraw my child during a vacation, I will be required to pay a new non-refundable registration fee upon return.

EMERGENCY CLOSING AND INCLEMENT WEATHER INFORMATION: I understand that it is the company's intention to be open and provide child care service every weekday of the year, excluding holidays, but that inclement weather, natural/national disaster or major building issue may disrupt service from time to time. I will contact TESA to ensure that it is open during inclement weather/natural disaster. I agree that in the event that the TESA is closed for an extended period of time, I will continue to be responsible for my tuition payments for up to three business days.

Section 4: Withdrawal Procedure

COMMITMENT AGREEMENT: I understand that if I lock in at a commitment rate, my rate is locked in. ***I also understand that if I breach the agreement made by myself and TESA that there will be a charge of two weeks tuition per child applied to my account to withdrawn from TESA.*** All non payments will then be reported to the Credit Bureau and actions taken by a Collection Agency. I understand that when my child is withdrawn, s/he will only be eligible for re-admission based upon availability and all other enrollment criteria. If my child is selected for re-enrollment, I will be required to complete an entire new Enrollment Agreement at the current rate and pay a new non-refundable Registration Fee at the current rate. If there is an outstanding balance (including tuition or fees) when my child was withdrawn, I will be required to bring my account current prior to completing a re-enrollment application. I understand all fees (Tuition, Registration or Activity) are non-refundable.

WITHDRAWAL FROM PROGRAM AGREEMENT: I understand that I must provide a two (2) week written notice of withdrawal from the program. ***If this notification is not provided, I agree to pay all tuition and fees for two (2) weeks, whether or not my child attends.*** All non payments will then be reported to the Credit Bureau and actions taken by a Collection Agency. I understand that when my child is withdrawn, s/he will only be eligible for re-admission based upon space availability and all other enrollment criteria. If my child is selected for re-enrollment, I will be required to complete an entire new Enrollment Agreement at the current rate and pay a new non-refundable Registration Fee at the current rate. If there is an outstanding balance (including tuition or fees) when my child was withdrawn, I will be required to bring my account current prior to completing a re-enrollment application. I understand all fees (Tuition, Registration or Activity) are non-refundable.

These policies have been reviewed with me by school management. I understand and will comply with the policies included in the *Enrollment Agreement*. The policies in this contract will supersede all other previous documents.

Parent/Guardian Signature: _____ **Directors' Signature:** _____

Parent/Guardian Name (Print): _____

Date: _____

Tampa Elite Sports Academy Rate Sheet

Please choose ONE commitment:

- **After School Year Commitment (Ages 5-12)** _____ (*initials*)
\$70 weekly fee (locked in rate for school year)
2-week Vacation (between school calendar dates)
To withdrawal your child, a 2 weeks' notice, or a withdrawal fee of \$140.00 added to tuition if there is a breach in school year agreement.

- **Summer Camp Commitment (Ages 5-12)** _____ (*initials*)
\$120.00 weekly fee (locked in rate for 9 weeks of summer camp)
2-week vacation (between non-school calendar dates)
A total savings of \$240.00 for the 10-week summer camp session.
A withdrawal fee of \$240.00 added to tuition if there is a breach in summer camp agreement.

- **Non Summer Camp Commitment (ages 5-12)** _____ (*initials*)
\$140.00 weekly fee
Pick and choose weeks of summer camp that you want/need.

- **VPK Wrap Around Commitment (Ages 4)** _____ (*initials*)
\$100.00 weekly fee (locked in rate for the school year)

- **VPK Only (9:00a.m. – 12:00p.m.) (Ages 4)**
Free

- **Preschool Commitment (Ages 3-4)** _____ (*initials*)
\$125 weekly fee (locked in rate for school year)
2-week Vacation (between months of August - May)
To withdrawal your child, a 2 weeks' written notice, or a withdrawal fee of \$250.00 added to tuition if there is a breach in the school year agreement.

- **Two Years Old Commitment** _____ (*initials*)
\$150 weekly fee (locked in rate for school year)
2-week Vacation (between months of August - May)
To withdrawal your child, a 2 weeks' written notice, or a withdrawal fee of \$300.00 added to tuition if there is a breach in the school year agreement.

- **One Year Old Commitment** _____ (*initials*)
\$185 weekly fee (locked in rate for school year)
To withdrawal your child, a 2 weeks' written notice, or a withdrawal fee of \$370.00 added to tuition if there is a breach in the school year agreement.

I agree with these terms and have chosen the agreement with my initials

Parent Signature _____ **Date** _____

