



Enrollment Form

Name of Child (Last, First, Middle Initial) _____ Grade _____

Nickname: _____ Age: _____ Sex: _____ Date of Birth: _____

Allergies: _____ Pediatrician: _____ Phone: _____

Child's Primary Language: _____ Parent/Guardian's Primary Language: _____

Home Phone: _____

Child's Home Address: _____

Parent/Guardian Marital Status: Single Married Divorced Widowed Primary Residence: Mother Father Both

Guardian List the family members your child lives with—include names and ages of siblings:

PRIMARY CONTACT AND RELEASE PERSONS

Parent/Guardian #1: _____ Relationship to Child: _____

Primary Phone: _____ Secondary Phone: _____

Home Address: _____

Email Address: _____ Driver's License Number/State: _____

Employer: _____ Employer's Address: _____

Work Phone/Extension: _____ Work Hours: _____

Parent/Guardian #2: _____ Relationship to Child: _____

Primary Phone: _____ Secondary Phone: _____

Home Address: _____

Email Address: _____ Driver's License Number/State: _____

Employer: _____ Employer's Address: _____

Work Phone/Extension: _____ Work Hours: _____

Parent/Guardian Signature _____ Date _____



Parental Agreement

I, the Parent, have read the Tutoring Guidelines. I agree to abide by the policies stated in the Parental Agreement.

1. I agree to pay tutoring fees *in advance* for my child. Tutoring fees are due at the **beginning** of the week on my child's first tutoring.
2. Any payment not made when due shall be subjected to a **\$25.00** late fee per week. A late fee is to be included along with your child's next session payment.
3. **Refunds or credit will not be issued for a NO SHOW or INADEQUATE NOTICE, on the parent's behalf.**
4. I, the Parent, am responsible for notifying the tutor within **12** hours to reschedule/cancel a session due to a non-emergent conflict.
5. Agreement may be canceled by parents or legal guardians. Parents/ Guardians must provide a 30-day written notice to tutor prior to terminating tutoring sessions. Parent/Guardian will be financially responsible for any of the 30 days (about 4 and a half weeks) not completed.
6. The given contract will be completed by the parent/legal guardian and returned to the tutor.
7. I, the parent, agree to **escort** my child/children when entering and leaving Montessori & Enrichment.

By signing below, I acknowledge having received tutoring Guidelines. I have read and agree with the above statements.

Child's Name _____

Parent's Name _____

Parent's Signature _____

Date _____

Administrator's Signature _____

Date _____