



Child Name: _____

Date: _____

HLC Service Agreement

I, _____ wish to reserve an opening in the _____ classroom
for my child, _____ beginning _____, 2022
full time/part time (please circle one).

I understand that by signing this document, I am agreeing to pay the requisite amount of bi-weekly tuition needed to reserve a space, to be determined by Heritage Learning Center.

Bi-Weekly Tuition Rates:

Infants (6wks to 12 months)	\$765.00
One Year Old	\$740.00
Two Year Old	\$600.00
Preschool (potty trained)	\$505.00 (\$600 Non potty trained)

Child Care hours for your child are _____ a.m. to _____ p.m. on the following days:
MON TUE WED THU FRI (circle all that apply)

1. The parent handbook was received and the contents were understood. Director is available for further questions
2. Annual Registration Fee is \$120.00 and is non-refundable
3. Annual Technology Fee for our HiMama application is \$60.00.
4. A credit card must be on file for tuition and unpaid balances.
5. A copy of The Maryland State Board of Education Child Care Regulations and "A Parent's Guide to Regulated Child Care" are available from your director. The Learning Center Director is also available to discuss the child care regulations.
6. We must have a way to reach you or someone on your Emergency Contact Card at all times.
7. Breakfast is served in the morning and is over at 8:00 a.m.
8. A late policy is strictly enforced. The center closes at 6:00 p.m. Please arrive timely so that you can pack up and exit the building before closing. On-going tardiness may be grounds for dismissal.
9. If you withdraw from the center at anytime or during welcome week, you are responsible for 30 days of tuition and must submit a 30 day withdraw notice. If you do not submit a 30 day withdraw notice and fail to pay any remaining balance, your credit card will be charged automatically. If Heritage Learning Center is unable to collect a balance, the center will send the tuition balance to collections.

10. Additional Information:

\$120 Registration Fee is due by August 30th, 2022 or with first tuition payment.

I have read the above the statements and understand the contents.

Parent/Guardian Signature: _____ Date: _____

Learning Center Director: _____ Date: _____