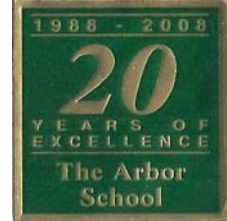




The Arbor School
1635 Blalock Road, Houston, Texas 77080
Tel. (713) 827-8830 • Fax (713) 827-0935
arborschool@comcast.net
http://www.arbor.org



(Student Name) _____

**ENROLLMENT CONTRACT
SCHOOL YEAR 2010-2011**

Please Return THIS SIGNED CONTRACT AND TUITION DEPOSIT TO THE ARBOR SCHOOL OFFICE BY JUNE 20, 2010 IN ORDER TO RESERVE YOUR CHILD’S PLACE AT THE ARBOR FOR THE NEXT SCHOOL YEAR. ALL PARENTS MUST SIGN WHERE INDICATED BELOW.

A. In consideration for enrolling my child at The Arbor School for the 2010-2011 academic year (August 19, 2010 – July 30, 2011), the undersigned parents or guardians (hereinafter collectively “parent” or “parents”) agree to the following conditions:

I the undersigned parent(s) hereby request that the Arbor School enroll my child _____ for the 2010-2011 academic year, and agree to perform the obligations set out below:

The tuition rate for your child has been set at \$_____ for the 2010-2011 school year. If you prefer this may be paid in monthly installments at \$_____. If you prefer this may be paid in 12 equal installments payable at the first of each month. **The first installment reserves your child’s place and is due on August 10, 2010.** A 2% discount can be taken for 2010 – 2011 tuition paid in full on or before August 10, 2010. A service fee of 2% will be added to all credit card payments. Other terms are available as outlined below:

Fee Schedule

- Semi-annually (60% on August 10, 2010 and 40% on December 1, 2010)
- Quarterly (August 10 and November 1, 2010; February 1 and April 1, 2011)
- Monthly (due August 10, 2010 and first (1st) of months September 2010-to July 2011)

I acknowledge that the Tuition for the school year is a part of this Contract, (if payment options other than annual are selected), I/we agree to make prescribed payment amounts on the 1st of every month as indicated above. Further, I agree to pay a late fee of \$25 if a payment is more than ten (10) days late or for a payment being returned / rejected due to insufficient funds. For your convenience, the yearly rate is divided into twelve (12) equal installments, the first monthly installment payment is due by August 10, 2010 and each payment is due on the first of each month thereafter.

B. Unconditional Obligations:

I understand that this Contract reserves a place for my/our child at The Arbor School for the entire academic year. I agree that, if I wish to withdraw my child from the Arbor School during the school year, I must give the School 120 days written notice that I am withdrawing my child. I further agree that if I do not give 120 days notice I will be obligated to pay an early withdrawal fee equal to the tuition for the remaining part of the 120 days. Furthermore, if The Arbor School must initiate legal action to recover any unpaid portion of the amounts due pursuant to this Agreement, I understand that I will pay The Arbor School’s costs, including attorney’s fees, incurred in the recovery.

C. Acceptance of Policies, Procedures, Rules and Regulations:

1. I accept and agree to be governed by my capacity and on behalf of my child the procedures and regulations issued or practiced by the School.
2. I and my child understand and agree that the School reserves the right at its discretion, to place on probation, suspend, expel or refuse to re-enroll any student whose educational performance or whose behavior is, in the judgment of the School, unacceptable in light of such policies, procedures, rules, regulations and standards.
3. The Arbor School reserves the right, in its sole discretion, to exclude any child from enrollment for any reason, to exclude a child from class when payments of tuition and fees are not made in accordance with Section A and/or decline to offer future Contracts for enrollment to current students for any reason Further, children who exhibit behavior that is a danger to themselves or others may be denied admission and or enrollment.
4. I understand and agree that the policies, procedures, rules, regulations and standards of the School are intended to give the School wide latitude in dealing with educational matters and disciplinary concerns pertaining to any student and the school as a whole. The school makes no representation or agreement that its academic or disciplinary procedures will conform with the due process of law or any similar criteria.

5. I understand that we are expected to attend announced parent conferences and/or parent meetings at The Arbor School, and we will communicate with the Director or his/her delegate if we are unable to attend due to illness or emergency. A great deal of preparation and scheduling is required to make the conferences successful. Generally, because the Lead Teacher needs to be in the classroom during regular school hours, the rescheduling of conferences will need to accommodate the Lead Teacher's schedule. Therapists may not be available to attend conferences that are rescheduled.
6. I understand that inasmuch as the Trustees and volunteers raise a considerable amount of the actual costs for operating the School, I will be expected to participate when I can for at least 40 hours in various fundraising activities or other programs at the school.
7. I understand that my child is expected to arrive between 8:50am and 9:10am and must be picked up between 2:15pm and 2:30pm. School hours are 9:00am to 2:30pm. We provide a limited extended hours program (The Treehouse). Fees for this program are in addition to any other fees or tuition costs and are paid weekly in advance. Hours are 7:30am and close promptly at 5:30pm when school is in session. Space is limited and enrollment is on a first come, first space basis. When both parents are working, they will have priority on the list. Two weeks notice is necessary to withdraw a child from Treehouse. The weekly cost for Treehouse is \$85.00 per week, payable in advance on Monday of each week.
 - If you would like to receive a Treehouse application, please check the box. (Treehouse registration begins July, 2010. The deadline for Treehouse registration is July 15, 2010. Present enrollees must re-enroll.) Present enrollees are not automatically enrolled.
8. I understand and agree that the Director has the final authority to determine in his/her discretion all educational and disciplinary matters relating to any student, and the application of the School's policies, practices, rules, regulations and standards to any student.
9. I agree that in the event I have a disagreement, conflict and/or dispute with the School regarding either this Contract or the School's policies, procedures, rules, regulations and/or standards, we will attempt to resolve such dispute amicably directly with the School without the necessity of any formal proceedings.
10. I understand and agree that in the event that my child requires a level of service more intensive than contracted for, additional costs will be reflected in the monthly billing after prior notification to parents. Continuing in home curriculum or behavioral visits either recommended or requested will be billed at the rate of \$125.00 per visit.
11. The Arbor School reserves the right, at its sole discretion, to make personnel and/or location decisions and changes involving the teachers and/or assistants assigned to an enrolled child's class.
12. I understand and agree that in a limited number of cases, more personnel may be assigned to a child's program by arrangement with the parents at an additional cost.
13. I understand that fees for therapy are additional and that I will be obligated for insurance co-payments or deductibles for charges that are refused and/or services performed and not paid by the insurance company, regardless of the reason. Insurance company payments are to be paid monthly.
14. I am the person(s) who is/are legally and financially responsible for the student named above.

This Contract embodies the entire agreement and understanding between the parties hereto and supersedes all prior arrangements, oral or written, express or implied, relating to the subject matter hereof and may not be amended except in a written instrument signed by all parties. No representations, inducements, promises, or agreements, orally or otherwise, have been made by any party or anyone acting on behalf of any party, that are not set forth in this Contract, and no agreement, statement or promise not contained in this Contract shall be valid or binding.

Signature of all Parent(s) or Guardian(s) of the above-named student:

Signature: _____ Signature: _____
 Printed Name: _____ Printed Name: _____
 Date: _____ Date: _____
 Email address: _____ Email Address: _____

Acknowledgment of receipt:

The Arbor School

By: _____, Director

Date: _____

If you wish an executed copy of this Contract for your records, please check here.

The Arbor School admits students of any race, religion, color, gender, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate in the administration of its educational policies, admission policies, financial aid programs or other school administered programs.