



St. Lawrence O'Toole  
Early Childhood Learning Center

**PRE-SCHOOL REGISTRATION CONTRACT**

Page 2

Please read and initial each registration requirement below. **Sign and date at the bottom.**

\_\_\_\_\_ Tuition payments are due on the first of each month beginning **August 1, 2026** and ending May 1, 2027 (10 PAYMENTS).

\_\_\_\_\_ There will be a **\$40 late fee** for any late tuition payment beyond 30 days.

\_\_\_\_\_ A written 2-week notice, along with a \$50 fee is required if you are going to withdraw your child from the program for any reason. **There is NO refund of any tuition paid.**

\_\_\_\_\_ There will be NO refund of tuition payments up to 5 days for non-weather-related emergency closures.

\_\_\_\_\_ NYS OCFS does not require ECLC to make up or reimburse for days or hours of care lost for weather related closures or delays.

\_\_\_\_\_ Any late pickup 15 minutes to under one hour past your child's scheduled pickup time without prior notice, will incur a \$15 fee to your next tuition payment.

\_\_\_\_\_ Any late pickup past one hour from your child's scheduled pickup time without notice will incur a \$30 fee to your next tuition payment in addition to the hourly Drop In Rate for student care time.

I have read and agreed to all of the above registration requirements:

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Office Use Only:**

PRESCHOOL TUITION: \_\_\_\_\_ EXTENDED CARE: \_\_\_\_\_ ANNUAL TUITION: \_\_\_\_\_

MONTHLY RATE: \_\_\_\_\_ REG FEE: \_\_\_\_\_ CASH/WS/CK# \_\_\_\_\_ Date/Staff: \_\_\_\_\_