

Children's Discovery Center

CONTRACT OF DEPOSIT AND ACCOUNT AGREEMENT

In order to secure a position on the waitlist for enrollment at a Children's Discovery Center location, you must make a deposit of \$300, and choose an enrollment deadline for your child. This date is based on your preferred date of enrollment and the director's prediction of openings in the school. The director will predict to the best of their knowledge the earliest possibility of enrollment, but this estimation is **not a guaranteed** date of enrollment.

1. Your child will remain on the waitlist until your enrollment deadline arrives. If a space for your child becomes available by the deadline and you choose not to enroll, you will forfeit the entire deposit. (The deposit is non-refundable if you withdraw your child from the waitlist. You may choose to delay starting, but again, the deposit is not refundable.)
2. If there is no space upon the arrival of your deadline you may receive a full refund of your deposit if you do not want to continue to be on the waitlist. You may choose to remain on the waitlist for the next available opening with no penalty.
3. After your child starts attending the school, half of your deposit will be converted to a registration fee, which is nonrefundable. (The other half will be refunded when you withdraw from the program.)
4. When withdrawing your child from the program, at least a thirty-day notice is required prior to the expected date of withdrawal. The obligation for full payment of tuition and fees will continue until the date indicated by the written notice (email is preferred for the time stamp). When notice is adequately provided, and all accounts are paid in full, CDC will be able to refund the \$150 deposit payment. Please note that if less than thirty-days notice is given, you will still be responsible for tuition and fees for the thirty-days following your notice of withdrawal and your deposit will no longer be refundable. Should CDC have to go through a collection process for outstanding balances, you agree to pay all related and reasonable agency and/or attorney fees, plus all attendant collection costs and/or court costs.

- Enrollment Process:** (1) Fill out and return the Contract of Deposit and Account Agreement
 (2) Your paperwork will be processed and you will receive an email* from Smartcare to create a login
 (3) Once you have created your Smartcare account, you can make your deposit payment
 (4) Once payment is received your child will be added to the waitlist and you will receive a confirmation email.

Child's Full Name (first, middle, last):		Child's Date of Birth (or Expected Date):	
Children's Discovery Location: <input type="checkbox"/> Central <input type="checkbox"/> South <input type="checkbox"/> The Discovery School (Northwest)			
Enrollment Deadline (date required, no ASAP): check this box if you are willing to take a space before your enrollment deadline <input type="checkbox"/>		Anticipated Schedule: <input type="checkbox"/> Full-time <input type="checkbox"/> M/W/F <input type="checkbox"/> T/Th	
Name of Parent/Guardian: (primary account*)		relationship to child:	
Email *:		Phone Number:	
Address:			
Name of Parent/Guardian: (secondary account*)		relationship to child:	
Email *:		Phone Number:	
Address:			
Parent/Guardian Signature:		Date:	
OFFICE USE ONLY: <input type="checkbox"/> SC <input type="checkbox"/> WL <input type="checkbox"/> PAID <input type="checkbox"/> LAST NAME IN SC:			

*An email address is required for access to Smartcare. The primary account owner will have billing access.