

The Woodbrook Early Education Center

25 Stevenson Lane | Baltimore, Maryland 21212 | 410.377.8918



ENROLLMENT REQUEST AND AGREEMENT **THIS AGREEMENT IS DUE BY AUGUST 1ST, WITH THE FIRST TUITION PAYMENT.**

To the WEE Director and WEE Committee:

Please enroll my child, _____, in the WEE Center for the 2024-2025 year. I understand that the amount of my tuition obligation is shown on the enclosed sheet titled "Tuition Packages."

In consideration of this Enrollment Request and Agreement, we agree to pay the tuition on the due dates required. Specifically, a non-refundable payment of one month's tuition is due with the submission of this Agreement on August 1, 2024. This tuition payment will be applied as the June, 2025 payment, which is the last payment for the year. Beginning on September 1, and on the first of each month thereafter through May, tuition payments will be due and payable. Failure to pay tuition by the tenth of each month will result in the assessment of a late fee of \$30.00.

We understand and agree that we must provide at least two weeks' notice, in writing, to the WEE Assistant Director if we withdraw our child from the WEE Center before the end of the school year.

We understand and agree that our child cannot begin attending the WEE Center unless all medical forms and health records and emergency contact card are completed and turned in to the WEE Office.

We understand that by signing this Agreement we agree to accept all rules and regulations, including those outlined in our Parent Handbook, of the WEE Center. We understand and agree that the WEE Center reserves the unconditional right to determine that a child will no longer be enrolled in the Center.

We understand and agree that in the event that the payment of tuition is in default, the WEE Center shall have the right to proceed with any legal remedy available for collection, including the recovery of reasonable attorneys' fees in the amount of 15% of the balance due and owing. We also understand that failure to pay tuition can result in loss of placement in the WEE Center. This contract is governed by Maryland law.

NOTICE:
DO NOT SIGN THIS CONTRACT UNTILL YOU HAVE READ IT CAREFULLY AND UNDERSTAND IT FULLY.

Date _____ Signed _____ (Seal)

Date _____ Signed _____ (Seal)
(Signature of Both Parents or the Legal Guardian is required)