



3031 and 3051 Providence Road, Charlotte, NC 28211

ENROLLMENT AGREEMENT

I, the undersigned "Parents" as defined below, hereby desire to enroll _____ ("my child" or "child," insert full name), in the _____ class at Providence Preparatory School, LLC ("PPS"), and by signing below I acknowledge that I have read, understand and agree to be bound by this "Agreement" and the terms and conditions listed below.

1. TUITION: The "Tuition" for my child will be the monthly rate posted on PPS' "Website" (www.ProvidencePrepSchool.com) found by clicking "School Rates" after clicking the "Enrollment & Tuition" tab. I am responsible for payment of Tuition at the monthly rate in advance on a monthly basis. Except as otherwise permitted by PPS in this Agreement, I will pay Tuition by ACH bank draft or by debit card or credit card (my "Payment Source"). If I elect to pay by debit card or credit card I understand the PPS only accepts Visa, Master Card or American Express. If I elect to pay by debit card or credit card I understand that PPS will add a "Convenience Fee" as defined in the Section 6 below. I will have funds available at my Payment Source to cover the ACH bank draft or a sufficient credit limit on my debit or credit card for my child's Tuition by noon on the first (1st) day of each month unless the first day of the month is a Saturday or a Sunday or a national or bank holiday in which case funds for Tuition will be available for payment on the next following business day (the "Draft Day"). If my child is initially enrolled after Draft Day in a particular month, then I will pay the required prorated Tuition that is due for that month by official certified bank check on the day of initial enrollment. I owe Tuition as referred to above as of the date my child is enrolled at PPS even if I am not billed for Tuition by PPS or a third party if so designated by PPS. PPS' failure to collect Tuition as it comes due will by no means prevent PPS from collecting such Tuition at a later date.

My child will be subject to dismissal from PPS if Tuition payments are not received from the Payment Source as specified above. Tuition rates change from time to time (usually in September) and PPS will notify me at least sixty (60) days in advance of any Tuition increases, but I understand that if I am offered enrollment for my child for a date that is more than a week from the date I am offered enrollment, I may not get this advance notice and should instead go to the Website to verify Tuition increases for the upcoming year. Tuition increases will usually but not always occur once annually in September or October.

I understand that Parents with a child enrolled at PPS prior to September 1, 2015 could opt, prior to September 1, 2015, to pay or continue paying Tuition weekly. If I opted to pay Tuition on a weekly basis as mentioned above, I understand that five (5) Tuition payments will be due in the calendar months that have five (5) Mondays. If the monthly Tuition rate is the only Tuition rate posted on PPS' Website, I understand that dividing the monthly Tuition rate by a factor of 4.33 determines the weekly Tuition rate (i. e., 52 weeks per calendar year divided by 12 months per calendar year).

PPS offers its early education program to children of parents who qualify for and that take part in various accredited tuition subsidy programs (such as Child Care Resources, Inc.) as long as such tuition subsidy can be paid on the same schedule as required for other non-subsidized tuition payments. Parents who participate in such a tuition subsidy program are responsible for the difference between what the tuition subsidy pays and PPS' actual cost of weekly or monthly Tuition (which is sometimes referred to as the "market difference").

2. PAYOR CONFIDENTIALITY AND RESPONSIBILITY AND PAYING TUITION IN ADVANCE: I understand that this Agreement is between PPS and me, and that PPS will not mediate collections of Tuition with parties not listed on this Agreement, such as Parents who are separated or divorced, grandparents, guardians, or any third party. Except for the Registration Fee and any advance Tuition, PPS may refuse to accept cash or personal check as a Payment Source. Advance Tuition will be paid in monthly increments at the monthly Tuition rate. I will be fully responsible for paying all Tuition by the Draft Day even if some of my child's Tuition is paid by a non-family third party not designated below such as Child Care Resources, Inc. PPS will only discuss Tuition-related matters with the parties who have signed this Agreement; however if I want PPS to be able to discuss Tuition-related matters with someone who has not signed this Agreement, then I will first provide PPS with written notice to that effect, which will contain the person's full name, address, phone number, the last four digits of their social security number, their date of birth, and their relation to my child.

3. NON-REFUNDABILITY OF REGISTRATION FEES AND TUITION: I understand that Registration Fees and any Tuition (whether the current Tuition due or any advance Tuition) I pay to PPS are non-refundable even if [a] my child becomes ill and/or cannot attend PPS, [b] I elect to withdraw my child from PPS' program, or [c] my child is dismissed by PPS from PPS' program for certain reasons set forth in the Parent Handbook including, but not limited to, excessive biting or unsatisfactory behavior or health conditions, before the end of the period for which the Tuition paid in advance covers; provide however that PPS may, but is not obligated to, refund certain amounts of Tuition paid for more than two (2) months in advance if PPS cannot replace the Tuition paid in advance with equivalent Tuition revenue. PPS is not obligated to abate or refund my Tuition [a] when PPS elects to close in observance of any federal, state, local or religious holiday or a Closing (defined below), [b] for the portion of the week that includes, precedes or follows New Year's Day, Martin Luther King holiday, the Thursday before Good Friday (Maundy Thursday), Good Friday (the Friday before Easter), Memorial Day, the 4th of July, Labor Day, fall break, Veterans Day, Thanksgiving Day, and Christmas Day, [c] for the weeks that include other national holidays, [d] the portions of a calendar year that local public and/or private schools are closed including Closings for snow, ice or other inclement weather (see Section 5 below, When Closing Occurs and Early Pick-Ups), and [e] due to a communicable disease or an outbreak or epidemic in PPS or the community, destruction of facilities due to fire, weather or other natural or human factors, other threats to the safety of students, national emergencies, loss of power or loss of hot water, or other issues that justify PPS, in PPS' sole discretion, a temporary closure and deem such is in the best interests of PPS and/or PPS' enrolled children (a "Closing").

4. REGISTRATION, WAIT LIST POLICY AND SEPARATE BUILDINGS: It is my choice to register to be on, or to remain on, PPS' Wait List. Being on PPS' Wait List does not guarantee enrollment for my child at any specific time and I will not consider any estimate of an enrollment date given verbally by PPS to be valid and binding on PPS. The Wait List includes only parents who have paid a Registration Fee to PPS. Position on the Wait List is determined on a first-come, first-served basis tied to the actual time of receipt of a Registration Fee. I recognize that my child's birthday in relation to the birthdays of other children already enrolled in an age-appropriate class at PPS may have a significant impact on PPS' ability to offer enrollment for my child because the clustering of birthdays, especially those in an infant, toddler or two-year-old class, can have a negative

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impact on PPS' legal ability to appropriately transition that child and/or other children in the respective class. All Registration Fees are not refundable and will not be credited toward my child's Tuition. Being on the Wait List provides an enrollment priority over anyone not choosing to be on the Wait List. Parents with one or more children currently enrolled at PPS have an enrollment priority over parents who have no children enrolled at PPS ("Sibling Priority"). A parent with only one child on the Wait List will not be preempted by a parent who is prepared to enroll two or more children. Sibling Priority will impact the likelihood that my first child or subsequent children could be enrolled at PPS. For the purposes of this Agreement, an unborn child is considered enrolled if the Tuition is being paid by the Parents.

When parents/Parents on PPS' Wait List are officially offered enrollment for their Wait Listed child and those parents/Parents elect to enroll that child, the enrollment becomes effective immediately regardless of any request by the parents/Parents for postponement of such enrollment, and Tuition will likewise be due immediately upon enrollment (and, in certain cases, upon the acceptance of an offer to enroll) regardless of whether or not the parents'/Parents' child can begin physically attending PPS on that date. When parents/Parents on PPS' Wait List are offered enrollment for their Wait Listed child and they elect to not enroll their child at that time, they will drop off the respective Wait List, unless they request in writing that their name go to the end of the respective Wait List; in such event the parents/Parents whose child is next on the Wait List will be offered the same slot. I understand that no communication about any aspect of enrollment is official unless it comes from the School Administrator (or in isolated circumstances, PPS' owners) and that PPS's other front office management have no responsibility for enrollment decisions which makes it imperative that I communicate only and directly with the School Administrator in writing on all enrollment matters. (NOTE: The adjective "respective" when modifying Wait List acknowledges that within the greater Wait List there is a Wait List for Parents who have Sibling Priority and that Wait List supersedes and preempts the Wait List for those parents who do not have Sibling Priority.)

Sibling Priority shall also apply to and include [a] any sibling who remains on PPS' Wait List for up to one (1) year after his/her older sibling(s) graduate(s) from PPS' Pre-Kindergarten program after being enrolled at PPS for three (3) successive years, or [b] is withdrawn in good standing from PPS after being enrolled at PPS for three (3) successive years. Relatives of an owner of PPS and certain staff positions designated by PPS have priority over any child on the Wait List. In selected cases, if a child's parents are locally employed in the teaching profession and do not actively teach during the summer, their child may be withdrawn at the end of the public school year and re-enroll at the beginning of the following public school year without losing their enrollment position.

I understand that PPS has two (2) separate but adjacent buildings: the first/original building is known as the "Providence" building (abbreviated "PRV") with the street address of 3031 Providence Road and the second building is known as the "Westbury" building (abbreviated "WBY") with the street address of 3051 Providence Road. Being on the Wait List does not give me any option or preference priority over which building my child will be enrolled should my child's name come to the top of the Wait List.

5. WHEN CLOSINGS OCCURS AND EARLY PICK-UPS: I understand that the conditions that define when weather-related and non-weather-related closings occur and reasons for early pick-ups are specified in the Handbook.

6. FEES, CHARGES AND DEPOSITS: In addition to Tuition, I agree to pay the non-refundable fees, charges and/or deposits to PPS when applicable and as mentioned in the Handbook, including, but not limited to, the Registration Fee, Payment Source Transfers, Insufficient Funds Charges, Tuition Deposits, Late Payment Charges, Late Pick-Up Charges, Late Sign-Out or Sign-In Fees, Handling Fees, Fob Fees and Convenience Fees.

7. ENROLLMENT PROCESS, WHEN ENROLLMENT BEGINS AND ENDS, IMMUNIZATION REQUIREMENTS AND MEDICAL REPORTS: I understand that the conditions that define the enrollment process and when enrollment begins and ends are specified in the Handbook. I understand that PPS may delay or terminate the enrollment of my child without having to refund any Registration Fee or Tuition if I fail to provide PPS with a current medical report on PPS' required form which will include current immunization records, and, if applicable, clear and succinct instructions, education and training to properly and legally accommodate my child's allergy, seizure or other condition that requires an accommodation by PPS, and when appropriate signed and dated by my child's doctors, in a form that is comprehensive and satisfactory in PPS' sole opinion. I understand that if I cannot provide such documentation to PPS within forty-eight (48) hours after my child is offered enrollment at PPS (or whatever longer time period PPS may allow if permitted by law, or if PPS deems reasonable under certain circumstances), then PPS may fill my child's enrollment position with another applicant and in such event my child's name will go to the bottom of the respective Wait List. (NOTE: [1] Parents should refer to the Handbook for additional information on allergies, seizures or other accommodations provided by or required of PPS. [2] I understand that, while PPS will always do its best to make reasonable accommodations for its children, PPS is not an inclusion school and is not staffed by teachers who have been specifically educated and trained in inclusionary strategies and techniques.)

8. OPERATING HOURS AND DROP-OFF PROCEDURE: I understand that the operating hours are specified in the Handbook. I understand that [a] if I am enrolling a child who is not potty trained, I will do my best to avoid dropping my child off with a dirty diaper, [b] PPS may postpone my infant's enrollment if my infant will not take a bottle, and [c] PPS may postpone the enrollment of my one-year-old or older child if my child is not fully weaned from being bottle-fed. If PPS postpones the enrollment of my child for any of the reasons mentioned in this paragraph I may choose to pay the required Tuition to insure my child will be able to attend PPS once he/she meets these requirements or I may withdraw my child from PPS. I understand that state and local regulations prevent me from changing my child's diaper while inside of PPS' buildings unless I get PPS' approval in advance and adhere to the posted county-mandated diaper changing procedure.

9. PARENTS DEFINED, MARITAL STATUS AND GUARDIANSHIP: I understand that the terms "Parent" or "Parents" as used in this Agreement, is singular or plural and includes the legal parents or legal guardian(s). As used herein, the pronouns "I," "me," "we" and "us" and the possessive pronouns "my" or "our" refer to the Parent's signing below. The term "Person Responsible" as used in this Agreement is singular or plural, may include legal guardian(s) of my child, and, if signing below, has agreed to be financially responsible for the Tuition and any other expenses of my child under this Agreement. If I am separated or divorced or am an unmarried parent or if both Parents do not sign below, PPS will not enroll my child until I have provided PPS with true copies of any custody and visitation agreements that apply to my child or whatever documentation PPS deems appropriate. If neither Parent is signing below nor I am signing as the Person Responsible for this child, PPS will not enroll my child until I have provided PPS with true copies of any custody and guardianship agreements that apply to this child. As used herein the term "my child" refers to my biological or legally adopted child or if I am acting as the Person Responsible then it refers to the child for whom I am responsible.

10. CONFIDENTIALITY: PPS will respect and protect the confidentiality and each family's right of privacy in all communication. Likewise I will respect and protect confidentiality and each family's right of privacy in all communication. I will [a] do my best to separate rumor from fact, [b]

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maintain confidentiality, and [c] model and expect behavior that models respects, affirms, and protects the dignity and worth of each child enrolled at PPS. PPS is required by law to report directly to the Mecklenburg County Department of Social Services ("DSS") any suspicion of child abuse or neglect. A teacher may report such an event confidentially to DSS and may do so without notifying PPS' management or the respective Parent. If PPS reports any suspicion of child abuse or neglect to DSS, or PPS' management becomes aware of a teacher's report of child abuse or neglect to DSS, then PPS' management will withhold the source that reports the actual or potential child abuse or neglect to DSS.

11. NUTRITION PROGRAM AND MENU: I understand that PPS' nutrition program and menu must first comply with the standards and regulations of the United States Department of Agriculture (the "USDA"). More details and requirements related to PPS' nutrition program and menu are found in the Handbook. I understand that PPS will not amend the menu offered to my child on my preference unless such preference is a reasonable accommodation required by federal, state or local laws. Likewise, I understand that PPS will not customize a menu for my child except that PPS will offer than standard vegetarian menu option which satisfies PPS' definition of "vegetarian" which is detailed in the Handbook. I understand that PPS must constantly avoid events that can create cross-contamination and other sanitation issues and violations, and for those and other professional reasons, I will never bring food for my child into PPS in an attempt to supplement PPS' menu.

12. PARENT HANDBOOK AND PARENT PORTAL: I understand that, in addition to this Agreement, PPS will, at my request, provide me with the most current version of its Parent Handbook (the "Handbook") which addresses other relevant requirements and events not mentioned in this Agreement and reiterates some of the provisions, requirements and events (collectively, the "provisions") mentioned in this Agreement; however all provisions mentioned in the Handbook that are not included in this Agreement shall be considered as part of this Agreement. If there is a conflict between the provisions of this Agreement and the Handbook, the most extensive or inclusive provision as interpreted solely by PPS shall prevail. Absent my signature on a hard copy of the Handbook, my decision to make the first Tuition payment after the Effective Date (as defined below) shall conclusively confirm to PPS that I have read the Handbook. I understand that PPS will post a copy of this Agreement and the Handbook in PPS' parent portal which is accessed from PPS' Website and requires a secure login which secure login I will agree to create immediately upon the enrollment of my child.

13. EXECUTION OF THIS AGREEMENT AND THE EFFECTIVE DATE: If I choose to make an online request for registration of my child at PPS, PPS can conclusively presume that I have thoroughly read and accept the terms of this Agreement as if I had executed this Agreement below. If I continue my child's enrollment at PPS by paying Tuition for any period following the Effective Date (defined below), doing so will reaffirm my execution of this Agreement. The provisions of this paragraph are not applicable if I am a separated Parent who does not have custody rights to my child or if I am applying as a guardian in which case I must sign a hard copy of this Agreement. Other provisions of this paragraph notwithstanding, PPS may require that I sign a hard copy of this Agreement. My execution or acceptance of this Agreement as described in the paragraph cancels and nullifies all previous versions of this Agreement. The "Effective Date" of this Agreement is January 1, 2018.

Signature of MOTHER: _____ Date: ____/____/20____
Month Day Year

Print name of MOTHER: _____

PHONES: Home: ____-____-____ Work: ____-____-____ Cell: ____-____-____ Circle preferred #: Home Work Cell

Address: _____ City: _____ State: _____ ZIP: _____

Signature of FATHER: _____ Date: ____/____/20____
Month Day Year

Print name of FATHER: _____

PHONES: Home: ____-____-____ Work: ____-____-____ Cell: ____-____-____ Circle preferred #: Home Work Cell

Address (if different from MOTHER): _____ City: _____ State: _____ ZIP: _____

Signature of PERSON RESPONSIBLE (if not a Parent): _____ Date: ____/____/20____
Month Day Year

Print name of PERSON RESPONSIBLE (if not a Parent): _____

PHONES: Home: ____-____-____ Work: ____-____-____ Cell: ____-____-____ Circle preferred #: Home Work Cell

Address: _____ City: _____ State: _____ ZIP: _____