



SOUTHFIELD INSTITUTE / SMILES AROUND US ACADEMY



The highest standard of academics, spirit, and humanism

351 Sand Lane, Staten Island, NY, 10305 · 718-390-0070 · Fax: 718-390-0201

E-mail: administration@southfieldinstitute.com

For 2022-2023 School Year

**ADMISSION AND FINANCIAL AGREEMENT
BETWEEN SMILES AROUND US ACADEMY/SOUTHFIELD INSTITUTE**

Date: _____

Parent's/Guardian's name: _____

Student's name: _____

This Admission and Financial Agreement is made between SOUTHFIELD INSTITUTE/SMILES AROUND US ACADEMY and the parent(s)/legal guardian(s) of the student. In consideration of the services provided by SOUTHFIELD INSTITUTE/SMILES AROUND US ACADEMY, the parent/guardian agrees as a condition of enrollment of their child, to abide by the terms and conditions of this as follows:

1. The parent will pay the school all applicable registration, security deposit, tuition, and other fees as described in Tuition and Fees Schedule and the Financial Agreement in the manner and at the time required therein.
 - 1.1. All payments, including tuition, extracurricular activities, and all other fees must be made between the **25th and 1st of each month**. **There will be a 5% late payment fee for all payments that are not submitted on time. No payments are refundable.**
 - 1.2. Parents with individual payment schedule or any discount authorized by the school's owners must remit their payment on time. **If payments are late, discounts will no longer be valid.**
2. No refunds for any reasons are given.
3. Families agree that parents and children are required to comply with all health, safety, and discipline policies of the school. Parents will cooperate fully with the school to ensure full compliance with all rules and policies.
4. Parents agree that enrollment can be terminated by either party without cause and that the parent is responsible for any fees and costs incurred prior to termination of enrollment.

(over)

