



MERCY HEIGHTS CATHOLIC NURSERY & KINDERGARTEN

211 San Vitores St., Perezville-Tamuning, GU · Tel: (671) 646-1185 · Fax: (671) 649-1822 email:mhcnk211@gmail.com

Parents/Guardians Agreement Form

_____ 1. Tuition is due on the first day of each month.
(initial)

_____ 2. A 10% late fee will be charged on delinquent tuition (i.e. tuition paid after the 10th day of the
(initial) month). If the 10th falls on a weekend or holiday, payment must be made on the previous work
day.

_____ 3. School starts in June for new enrollees. If parents/guardians plan to take summer vacation and
(initial) wish to reserve their child's slot during this period, monthly tuition must be paid in full.

_____ 4. Failure to give two (2) weeks advanced notice to the administration regarding withdrawal
(initial) or vacation warrants the removal of the child's name from the roster.

_____ 5. Full payment is required when a child's space is retained due to excessive absences (10 days or
(initial) more) and/or extended vacation (extended vacation is more than one month).

_____ 6. Non-payment of tuition for three (3) months will result in the termination of services.
(initial)

I/We _____ and _____ parents/guardians of _____ have read,
understood, and agree to abide by the above statements. We pledge our support as parents/guardians and
shall endeavor to participate actively in any function, including fundraising activities. We also agree to meet
our financial responsibilities to the school. In addition, if the account is referred to an attorney for collection,
we agree to pay the attorneys fee.

Signature of Parent/Guardian

Date