

DWS Childcare Assistance Agreement

I understand and agree to the following:

- I am enrolling my child Full-time/Part-time (circle one)
- My monthly tuition is: _____ and I am responsible to pay all remaining co-pay balances each month.
- Smart Start Learning Center requires at least 2 weeks' notice for withdrawal from the program. Parents are responsible to pay for the final 2 week worth of tuition if childcare assistance is not received.
- I understand that by enrolling my child at Smart Start Learning Center, my child is taking up a space and that I am responsible to pay my monthly payment if my DWS assistance is closed, or if my child does not attend and Smart Start's must re-pay the monthly assistance.
- My child MUST attend at least 8 hours within the first week of each month. If my child does not attend, they may be withdrawn from the program and it will be reported to DWS. Payment for that month's tuition will then be the parent's responsibility.
- It is the parent's responsibility to make sure that all case reviews are done on time to avoid nonpayment or case closures by DWS.

All payments for childcare assistance from the DWS are transferred directly to Smart Start Learning Center prior to the service provided. When your child does not attend, Smart Start must pay those funds back. This becomes an issue when your child is taking up a space in a classroom and does not attend. Therefore, when we have to payback any tuition for childcare due to lack of attendance, the parent/guardians will be responsible for that month's tuition. It is important that if your child is enrolled in our center that they are attending regularly. We understand that vacations and illnesses will happen, but if your child is absent excessively, they will be withdrawn from the program.

Parents Name: _____

Parents/Guardians Signature: _____ Date: _____

Director Signature: _____ Date: _____