



CCAP Tuition Agreement

The following agreement is between

_____, Parent/Guardian, _____, Parent/Guardian

AND

H & H Early Learning, LLC (dba H & H Early Learning Center) located at 5472 S Federal Circle, Littleton, CO 80123
for the care of

Effective Date: _____

Days of Care:	Monday	Tuesday	Wednesday	Thursday	Friday
Hours of Care:					
	Monday	Tuesday	Wednesday	Thursday	Friday
a.m.					
p.m.					
Tuition Amount: \$		Due WEEKLY on SUNDAY preceding each week of care.			
Non-refundable Enrollment Fee:		First Child - \$50		Additional Child - \$25	
Late Pick-Up Fee: \$		/minute			

Agreement Terms

Holidays/Emergency Closures: Please refer to your Parent Handbook for dates when H & H Early Learning Center is closed.

Schedules: You must follow the hours and days authorized per your CCAP agreement. If your child attends more than your CCAP agreement has authorized you will be charged for the excess time at the center at a rate of \$_____/day.

Absences: The staff at H & H Learning Center must be notified by 9:00 a.m. if your child is going to be absent. If your child misses three or more days, we are required to call your CCAP caseworker to report the absences. Additionally, you will be charged your normal CCAP rate for any absences exceeding the three days.

Late Payment Fee: If applicable, parent fees and tuition fees are due on the first day of each month. If payment is not received by the 5th of each month, you will be billed \$5.00 each day after until your account becomes current. If your account remains unpaid after two weeks, your keycards will be deactivated, and administration reserves the right to terminate your child's enrollment based on non-payment.

Registration Fee: A non-refundable registration fee is due to reserve a spot for your child. If your child is disenrolled from H & H Early Learning Center and then subsequently re-enrolls, a new registration fee will be due.

_____ I acknowledge that I have received a copy of H & H Early Learning Center’s Parent Handbook, which is intended to supplement this agreement. I acknowledge that I have read the contents of the Parent Handbook and agree to abide by the policies and procedures contained therein. I understand it is my responsibility to contact H & H Early Learning Center with any questions I have about the information contained in the Parent Handbook or any document relating to enrollment polices and procedures.

_____ I agree to update forms necessary to meet government and facility requirement when notified. The staff at H & H Early Learning Center will make every effort to provide adequate notice when forms must be updated.

Parent/Guardian Signature Date

Parent/Guardian Signature Date

Authorized Representative Signature Date