

**\* PARENTS/GUARDIANS ARE RESPONSIBLE TO READ THIS NOTICE  
REGARDING OUR FINANCIAL POLICY. SIGNING BELOW WILL HOLD YOU  
RESPONSIBLE TO TLC'S FINANCIAL POLICY. FAILURE TO SIGN FORFEITS  
YOUR RIGHT TO ATTEND TLC\***

**Trinity Learning Center  
Financial Agreement Form 2025-2026  
School Age Children**

- Your child will not be able to attend TLC unless tuition is kept up to date. This means if tuition is not paid your child will not be able to attend until your balance is current. You will then receive a "No Entry" notice stating you are not permitted to return until tuition is paid.
- TLC charges \$35.00 for any returned check
- TLC will charge a late payment fee of \$25.00 if tuition is not paid by the following Monday (tuition is due by Friday)
- No credit will be given for absences (this includes sick days) and 1 weeks' notice, IN WRITING, must be given for vacation credit. Vacation request forms are located downstairs by the tuition boxes outside of the office.
- No switching of days unless it is a permanent change and approved by the Director or Assistant Director. Staff cannot approve schedule changes. If you tell them, it is not an approval for your request. You must get approval from the Director or Assistant Director.
- There will be a \$30 fee for shortened days and a \$70 fee for days your child attends when the school is closed or \$35 fee for half a day. You must sign your child up to attend. If you sign them up, you will be responsible for paying the fee even if they do not attend.
- In the event your child damages TLC property or classroom items, you will be responsible to either replace it or pay for the damage.

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Parent's Name:

Child/Children's Name:

My child will be attending TLC on the following days:

\_\_\_ Monday \_\_\_ Tuesday \_\_\_ Wednesday \_\_\_ Thursday \_\_\_ Friday

Please indicate (B) Before school care (A) After school care (A/B) Before and After

My weekly tuition will be: \_\_\_\_\_

By signing below, I am acknowledging that I have read and agree to the tuition policies.

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Parent's Signature

Date

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Administrator's Signature

Date