



MAPLE GROVE SCHOOL

FINANCIAL CONTRACT Academic Year 2019-2020

Dear Parent/Guardian,

This contract is valid for the duration of your child(ren) attending MGS for any grades from JK to Grade 8. Either party can cancel this contract by a written notification as per the conditions below.

Student Names (siblings attending MGS)	Grade in Sep 2019	Total Tuition Fees		Registration Fees	EnrichIt! & Resource Fees
		\$		\$	\$
		\$		\$	\$
		\$		\$	\$

For all students of the same family	Total Tuition Fees	Monthly Amount	For Office Use Only
			Number of Installments _____ Start Date of Payment _____ End Date of Payment _____
	Comments:		☐ EFT ☐ Chq. No. _____ Date _____

Payment Terms:

- **Registration and EnrichIt! /resource fees are due upon submission of this application**
- Tuition fees can be paid by one full payment via one cheque or by monthly pre-authorized Payment memo line, write student name(s) & payment description. Families with multiple students are requested to submit their fees or post-dated cheques dated from **August 1st 2019 until May 1st 2020** (a total of 10 installments). If applicable, on the cheque consolidated in one cheque. **August tuition pays for June.**
- Any other payment arrangement has to be authorized by MAC MGS's administration.
- A discount of \$25 for each sibling will apply. Children are considered from the same family if they share the same parents/guardians. All cheques should be made payable to MAC Maple Grove School.
- There is a \$25 administrative charge for every returned cheque or NSF.
- *This authorization may be cancelled at any time upon one month's written notice (from the first of the month ONLY) to admin@macmaplegrove.com, allowing reasonable time to act upon your request.*

Refund/Withdrawal Policy:

- **All registration and EnrichIt!/resource fees are non-refundable.** Resources will not be given to students upon withdrawal. Textbooks must be returned in good condition (as determined by the school). Otherwise, there will be a \$100 replacement fee per item.
- Student fees must be paid in FULL regardless of student travelling or absent.
- In the case of withdrawal before Dec 31st 2019, **a one month written notification** must be emailed to admin@macmaplegrove.com. If you notify the school before the first of the following month then you will not be charged for the next month. Current month fees still apply. However, a late notification will result in full tuition payment of the following month. For example, if you notify the school by Oct. 31st then you only pay November tuition. However, if you notify the school Nov 1st then you pay the tuition for November AND December.
- **All tuition fees must be paid in full till June if a student withdraws after Dec 31st 2019.**
- Since August tuition pays for June, August fees will not be refunded if the student is withdrawn at any time during the school year.

I/We hereby authorize The Muslim Association of Canada to debit my account for all tuition fees payable to "Muslim Association of Canada-MGS", as per the payment terms above.

Please attach your payment cheque or a "VOID" cheque or use account on file ending with _____ for automatic withdrawals

Name (account holder):			
Address:		City:	Province:
Postal Code:			
Tel. ()	Cell ()	Email:	
_____ Parent Signature	_____ Date	_____ Admin Signature	_____ Date