

**VPK/Enrichment Program
2024-2025 Enrichment Program Tuition/Fee Agreement**

Free VPK

All children who reside in Florida and turn four by September 1, 2024, are eligible to participate in the State's free VPK program. To apply for the Broward County Public Schools (BCPS) VPK Program, parents must obtain a VPK Certificate of Eligibility using the State's Family Portal (<https://familyservices.floridaearlylearning.com>) then submit an application through the *BCPS – VPK Parent Portal*. Application status notification will take place via email and in the *BCPS – VPK Parent Portal*: (<https://www.browardschools.com/headstart-vpk>)

Enrichment

The BCPS VPK program is complemented with an optional, three hours of tuition-supported, high-quality instruction called Enrichment. The combination of the free VPK hours plus the tuition-supported, Enrichment instruction, creates a full-day program. If you applied and were selected for the full day VPK/Enrichment program, the Enrichment program requires payment of a registration fee plus 10 tuition payments.

Enrichment Registration Fee

There is a non-refundable registration fee for the optional, high-quality Enrichment hours. Please see the *2024-2025 VPK/Enrichment Tuition and Fee Information* document located on *BCPS – VPK Parent Portal*. This fee is paid at the time of seat acceptance and the child's school registration as noted on your child's selection email. If a student is withdrawn or leaves the program at any time during the school year, the slot will be filled with a student from the wait list and a \$35 re-registration fee will be required for re-entry, if the seat is still available.

Enrichment Tuition Payments

Enrollment in the Enrichment program requires a payment commitment for the full school year. There are 10 payment periods consisting of 18 days each as per the *2024-2025 VPK/Enrichment Tuition and Fee Information* document. The Enrichment program does not offer, provide or allow "drop in" service (i.e., paying for only a portion of the days or weeks within a payment period). The tuition payments for each payment period are prepayments, due in full, and are not prorated based upon your child's actual attendance. If your child is absent one or more days during a payment period, whether excused or unexcused, payment is not prorated, and you will not be reimbursed for the missed school days. All tuition payments for the Enrichment program are due before services can be rendered in accordance with School Board Policy #3411. Payments are due no later than closing time of school on the scheduled payment date, if made at the school location. If payment is made via the Online School Payments system, the payments must be made by 11:00 p.m. on or before the payment due date.

Payments Not Received on Time or Failure to Pay

If a tuition payment is not received on or before the payment due date, your child will be withdrawn from the Enrichment portion of the program.

Removal or Withdrawal from Enrichment Program

When a payment has not been made on time, and a student is removed or withdrawn from the Enrichment program, the student will not be allowed to attend school during the Enrichment program hours. When a student is removed or withdrawn from the Enrichment program, the parent must make alternative arrangements for pick up and daily childcare, until or unless the child is reenrolled in the Enrichment program. Reenrollment is contingent upon an available seat, principal discretion, and payment of any previously owed tuition balance.

If the student is removed from the Enrichment program and the parent fails to pick up by 11:00 a.m. (or school's VPK dismissal time), the parent(s) will be called for pick up. During this time, the student will not be admitted to the classroom and will remain in the school's front office until the parent arrives.

NOTE: This document is also acknowledged electronically by the applying parent at the time of seat acceptance via the BCPS – VPK Parent Portal.

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If the school cannot reach the parent(s) or they do not pick up their child, the school will follow the procedure established by the School Board of Broward County for abandoned students.

If payment is not made on time for three (3) occurrences, either consecutive or non-consecutive, the school maintains the discretion to remove the child permanently from the Enrichment program and the child will be denied reenrollment.

Re-Enrollment

The school may allow the parent to re-enroll their child at the discretion of the principal. To re-enroll a student for the Enrichment program, the parent must re-register the student and pay a non-refundable re-registration fee of \$35. All previous and/or delinquent tuition and fees must be paid in full before a student can be re-enrolled and readmitted to the class for the next attendance period.

Please refer to the [2024-2025 VPK/Enrichment Tuition and Fee Information](#) for the payment due dates. The school will not accept personal checks for payment. Payment method is at the discretion of the school principal and may include cash, money order, cashier checks or use of a credit card online through the Online School Payment system. Parents are responsible for keeping their own records and receipts.

Reimbursement Due to Emergency School Closure

The Registration and re-registration fees are non-refundable. If a school closure occurs, due to emergency or other reason, the school will follow District guidance and rule as it pertains to tuition payments and any possible reimbursement.

This document is subject to amendment and/or change. Parents will be notified via email and in writing if any portion of this agreement is amended or changed.

THIS SPACE IS INTENTIONALLY LEFT BLANK.

NOTE: This document is also acknowledged electronically by the applying parent at the time of seat acceptance via the BCPS – VPK Parent Portal.

Parent Acknowledgements and Signature

Please read each statement below and sign, indicating your agreement.

I understand the VPK/Enrichment program class consists of 3 hours of free VPK instruction, **plus 3 hours of tuition/fee supported Enrichment** instruction and **I am selecting the full day, VPK/Enrichment (Tuition Supported) program for my child.**

At the time of my child's application, I indicated that I want my child to participate in the full day VPK/Enrichment program. I understand that my child's selection was based, in part, upon that choice.

I understand that the VPK/Enrichment program **does not allow for "drop in"** service and that I am responsible for all payment periods regardless of my child's actual attendance.

I understand that **I am responsible to pay the non-refundable registration fee** for participation in the Enrichment program, as per the 2024-2025 VPK/Enrichment Tuition and Fee Information document.

I understand that I am responsible to make **the 10 tuition payments** on or before the due dates as per the 2024-2025 VPK/Enrichment Tuition and Fee Information document.

I understand that if for any reason, I am unable to make the tuition payment on or before the due date, my child will be withdrawn from the Enrichment program and my child will be dismissed each day at the end of VPK instructional hours.

I understand that if my child is withdrawn from the Enrichment program, it is my responsibility to ensure that pick up occurs on time each day, as per the 2024-2025 VPK/Enrichment Attendance and Behavior Policy, and that failure to pick up on time will result in my child's withdrawal from the VPK/Enrichment program.

I understand that if my child is withdrawn from the Enrichment program, reenrollment will take place at the discretion of the principal and shall require a \$35 re-registration fee plus full payment of any delinquent tuition payments.

I understand that in the event that there is a school closure, reimbursement will be based on District rule and guidance provided at that time.

I understand that this document may be changed or amended any time and that I will be notified of any changes.

I have read and agree to the terms and conditions stated in this document.

School Name

Parent Name (Print)

Child/Student Name

Parent Signature

Date of Signature

NOTE: This document is also acknowledged electronically by the applying parent at the time of seat acceptance via the BCPS – VPK Parent Portal.