



2025-2026 Preschool (PK) Tuition Agreement
Free Horizon Montessori PK-8
 15920 W. 10th Ave. • Golden, CO 80401
 303.982.0275 Telephone 303.982.0274 Facsimile

Admin Use Only:
Enrollment _____
Finance _____

Student's Full Name: _____ **Student's Date of Birth:** _____

Financial Responsibility: The following individual(s) take full responsibility, including financial, for upholding the terms of this agreement, the [Free Horizon Montessori PK-8 Student and Family Handbook](#) and the [Jeffco Public Schools Conduct Code](#) and related policies, all of which are material components of this agreement. Communications regarding payments and all other matters pertaining to this agreement shall only be communicated to the legal Parents/Guardians of the enrolled student.

Please list all financially responsible parties below:

Name: _____ Relationship to Student: _____

Address: _____ City, State, Zip: _____

Email: _____ Phone: _____

Percentage of Financial Responsibility: _____ Signature: _____

Name: _____ Relationship to Student: _____

Address: _____ City, State, Zip: _____

Email: _____ Phone: _____

Percentage of Financial Responsibility: _____ Signature: _____

Families notified of student's acceptance must submit this signed Tuition Agreement and a deposit equivalent to one monthly payment or an annual payment-in-full amount to Free Horizon Montessori PK-8 within 30 calendar days of receipt of the Tuition Agreement. Families notified of student's acceptance after June 02, 2025, will be required to submit the enrollment packet by mail, including the first payment by the student's expected start date. If payment is not received prior to the student's start date, the student may not be able to attend Free Horizon Montessori.

Optional enrollment in [FHM Morning and/or After Care](#) is a separate process and requires separate enrollment paperwork.

Program Selection

I am enrolling my child for the full academic school year at FHM. I understand that there will not be an opportunity to change my student’s schedule or program unless there is space available in the alternate program and a change request is received by the Enrollment Secretary and approved by the Principal. A \$50.00 Program Change Fee shall apply.

Initial the box for the program selected and confirmed for your student in [EnrollJeffco](#):

3-Year-Old Preschool Program Tuition		
Student must be 3 years old by October 1, 2025		
<input type="checkbox"/>	Three days per week (Tuesday, Wednesday, Thursday)	\$7,200.00/year (\$720.00/month)
<input type="checkbox"/>	Five days per week (Monday – Friday)	\$10,300.00/year (\$1,030.00/month)

**Please select one*

4-Year-Old Preschool UPK Program Tuition		
Student must be 4 years old October 1, 2025		
<input type="checkbox"/>	Three days per week (Tuesday, Wednesday, Thursday)	\$1,500.00/year (\$150.00/month)
<input type="checkbox"/>	Five days per week (Monday – Friday)	\$4,750.00/year (\$475.00/month)

**Please select one*

Check here - Student Qualifies for IEP

Check here - Current FHM Employee

**See FHM Staff Handbook for tuition benefit details*

Tuition Payment Plans

Please initial your selection of Tuition Payment Plan and complete referencing table above:

Plan A: Monthly Tuition Plan - Ten Monthly Payments as indicated in the program selection section. The deposit (first payment) is due at time of enrollment.

The first payment is non-refundable to hold your student’s enrollment spot. The subsequent payment is due August 25, 2025, with the remaining payments due the twenty-fifth of each month with the last scheduled payment due April 25, 2026. Payments are prorated and do not correspond to a specific month of attendance.

Plan B: One Full Payment Annual Tuition – Available until June 2, 2025

This option includes a 10% discount. Disenrollment will result in proration of any remaining balance without the discount applied, less prorated monthly tuition and withdrawal fee. Discounts for annual tuition pre-payment are voided in the event of disenrollment, regardless of reason.

10% Reduced Preschool Tuition			
3-Year-Old		4-Year-Old UPK	
3 Day Program	\$6480.00	3 Day Program	\$1350.00
5 Day Program	\$9270.00	5 Day Program	\$4275.00

Plan C: Colorado Child Care Assistance Program (CCCAP) qualifying student

Based on the qualification guidelines given by the Jefferson County Department of Human Services, my child is eligible to receive [Colorado Childcare Assistance Program](#) support. I have applied for CCCAP, identifying Free Horizon Montessori (License #1512803) as my child’s school of enrollment. I understand that a valid Authorization Eligibility Notice, naming my child, their FHM schedule, and any required parent fees are required for CCCAP-related tuition payment adjustments. Until an Authorization is received and processed by FHM, I will be responsible for my child’s monthly tuition payments in full, including first payment due at time of enrollment. (See dates and deadlines.) Once the Authorization is processed, FHM will adjust tuition payments to match the CCCAP Parent Fee and Effective Date. I agree to pay the CCCAP Parent Fee, to keep my child’s CCCAP enrollment valid, and to complete any required attendance authorization and other documents to ensure FHM is reimbursed for my child’s attendance by CCCAP. Non-compliance with CCCAP requirements will incur additional tuition expenses at FHM’s daily tuition rate.

Plan D: Prorated Tuition - available after October 1, 2025, through February 28, 2026

Based on my student’s start date of _____,

With the total tuition amount of \$ _____

The initial payment of \$ _____

Is due on _____.

This payment is **non-refundable** and holds my student’s enrollment spot.

The second and subsequent payments are due and payable on the twenty-fifth of each month, with the last scheduled payment due on or before **April 25, 2026**. Payments are prorated and scheduled for convenience only and do not correspond to a specific month of attendance. I understand that the monthly amounts listed above reflect the full school year and my monthly amount might be higher or lower depending on the actual student contact days remaining in the school year from my student’s start date and the number of months remaining for payment.

Adherence to Enrollment, School, and District Policies: Students, caregivers, and families must comply with all FHM and District enrollment policies and procedures. Effectiveness of this Agreement is subject to final approval of my student's enrollment in accordance with such policies and procedures. All complaints and grievances must be handled as outlined in the [FHM Board Policy Manual](#).

The Academic School Year is from the first day of school, August 18, 2025 (or starting date, as listed in Payment Plan D) through the last day of school, May 28, 2026, as reflected on the [School Calendar](#), which is subject to FHM Board approval and to change. Changes to the School Calendar will be posted in FHM communications.

Payment Procedures: Payments are divided into ten monthly payments and are prorated to the actual number of student attendance days and do not correspond to specific months. Payments are due on the 25th of the prior month as identified in the selected plan above. The preferred method of payment is online through the [Infinite Campus Parent Portal](#), accessible via the FHM or Jeffco Public Schools websites.

FHM accepts checks, money orders, or Visa, MasterCard, Discover and American Express. Checks and money orders can be left in the locked payment box located outside the front doors, Monday-Friday between 7:30AM - 4:00PM on school days. To assure accounting accuracy, include your student's full name on the check or money order along with payment explanation. Payment can also be made in person or by phone to the Financial Coordinator by scheduling an appointment during regular office hours by calling (303) 982-0275.

FHM may terminate my student's enrollment if there is a failure to comply with the financial requirements outlined in this agreement. Accounts must be paid in full and any outstanding tuition or fees accrued while enrolled at FHM will follow my student to other Jeffco Public Schools. FHM is entitled to all costs of collection, including reasonable attorney's fees in the event of the parent/guardian's default of this agreement. FHM offers continued enrollment for subsequent school years to current FHM students whose accounts are in good standing.

Late Fees and Returned Checks: If payment is not received by the end of office hours on the 1st day of the month, a \$30.00 late fine shall be imposed. If an account runs late more than once during the school year, an accelerated payment plan may be required, or your student's enrollment may be immediately terminated. Monthly invoices will not be sent, so please track your deadlines accordingly. A \$50.00 service charge will be assessed for any returned checks and all nonsufficient fund (NSF) charges.

Early Withdrawal Policy: Tuition will be charged for all student contact days on FHM Family Calendar until written notification of withdrawal and disenrollment has been received by FHM Enrollment and Finance Departments. Individual(s) on this agreement are required to provide written notification no less than 30 calendar days. No tuition deduction or credit will be made for withdrawals on or after March 1, regardless of notice and/or attendance. The withdrawal fee is equal to 10 percent of the student's annual tuition, less discounts applied. If 30 days or more written notice is given, only the prorated tuition is owed and withdrawal fee is waived. Notification in writing of 30 days or less, is subject to a withdrawal fee. The withdrawal fee may be waived or reduced if the withdrawal is initiated by the school for lack of readiness, behavior or financial default at the discretion of the Principal. Discounts for annual tuition pre-payment are voided in the event of disenrollment, regardless of reason.

Refunds will not be granted if your student is withdrawn from school on or after March 1. There are no tuition credits or refunds for absences, including sickness, medical procedures, religious observances, vacations, disciplinary actions, remote learning or school closures, including weather related or other emergency closures. In the event of a check refund, it may take 6-8 weeks to process.

School Dismissal: I agree to pick up my student during the ten (10) minute window of dismissal as set forth in the FHM Student and Parent Handbook. I understand a fine of \$2.00 per minute per student will be assessed starting at the end of the designated student pick up window until the student is picked up and signed out by an adult. Late pick up fines are charged to student's account regardless of carpool or other arrangements. FHM will take into consideration weather and unforeseen circumstances when necessary.

Parent/Guardian Acknowledgments

This agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the Parent(s)/Guardian(s) signed below and the authorized school official at FHM. I also understand that if I default upon this agreement, I will be responsible for payment of any collections fees or attorney’s fees incurred by FHM.

FHM is an Option School with Innovation Status and as such, there may be times when FHM decisions affect the FHM operated preschool program and are independent from Jeffco Public School Preschool programs. In those cases, FHM policy and this tuition agreement take priority.

FHM encourages families to volunteer 30 hours of time to FHM during the calendar school year.

I/We have read, understand, and agree to abide by all the terms outlined in this agreement and material components including FHM Student and Family Handbook, Jeffco Public Schools Student Conduct Code, and related policies. FHM may terminate my student’s enrollment if I or my student fails to abide by these established policies, procedures, and standards of conduct.

The signature(s) below signifies agreement to the terms listed in this agreement and have read and understand all aspects of this agreement and recognize the legal responsibilities regarding this agreement.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date