



**SOCIAL SECURITY ADMINISTRATION – BIRMINGHAM, ALABAMA  
PARENT ADMISSION/COMMITMENT AGREEMENT**

Dear Parent:

This is your Parent Commitment Agreement for childcare services.

Your signature on this form indicates that you have read and agree to abide by the Parent Admission Agreement. We look forward to having your child registered and using the services at TodayCare at the Social Security Child Development Center.

Tuitions for all programs are listed below and will be in effect until a new Parent Admission Agreement is signed. You will be given 30 days written notice of a rate change. You must cancel any reservation agreement a month prior to the last day of care or you will be billed the full rate of tuition. Tuition is due either monthly or bi-weekly via ACH or payroll deduct and must be paid in advance. There will be no refunds. You may not schedule your child for care if your fees are not paid.

**SSA/Federal Employees/Regions Employees**

	<i>Full Time Four or Five Days Monthly/Bi-Weekly</i>	<i>Part Time Three Days Monthly/Bi-Weekly</i>	<i>Part Time Two Days Monthly/Bi-Weekly</i>	<b>Back-Up Care* (Per Day)</b>	
<b>Infants</b>					
Infants	\$953/\$440	\$715/\$330	\$620/\$286	\$60	
<b>One Year Old</b>					
Young Toddlers	\$953/\$440	\$715/\$330	\$620/\$286	\$60	
<b>Two Year Old</b>					
Older Toddlers	\$910/\$420	\$683/\$320	\$592/\$250	\$55	
<b>Three &amp; Four Year Old</b>					
Preschool	\$867/\$400	\$650/\$300	\$564/\$240	\$55	

**Community Child Care**

	<i>Full Time Four or Five Days Monthly/Bi-Weekly</i>	<i>Part Time Three Days Monthly/Bi-Weekly</i>	<i>Part Time Two Days Monthly/Bi-Weekly</i>	<b>Back-Up Care* (Per Day)</b>	
<b>Infants</b>					
Infants	\$1040/\$480	\$780/\$360	\$676/\$312	\$70	
<b>One Year Old</b>					
Young Toddlers	\$1040/\$480	\$780/\$360	\$676/\$312	\$70	
<b>Two Year Old</b>					
Older Toddlers	\$997/\$460	\$748/\$340	\$648/\$280	\$60	
<b>Three &amp; Four Year Old</b>					
Preschool	\$953/\$440	\$715/\$330	\$619/\$270	\$60	

Summer School Age care \$150 weekly - \*Back up care when available.

Multiple child families - the oldest child receives a 5% discount.

Tuition is due in advance on the 25<sup>th</sup> of the previous month and/or on Friday before the next two weeks if paying bi-weekly. Tuition that is not paid before 9am on Monday is considered late and will be assessed a late fee of \$10 per day. The annual registration fee is \$100 per child or \$150 per family.

My child's name: \_\_\_\_\_ Age: \_\_\_\_\_

My child's monthly/bi-weekly tuition is \$\_\_\_\_\_ for \_\_\_\_\_ days a week.

My child will begin care on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_.

**My child's schedule will be:**

Full time 4/5 days per week \_\_\_\_\_ Drop Off Time\* \_\_\_\_\_ Pick Up Time\* \_\_\_\_\_  
*(Indicate days of the week)*

3 days per week \_\_\_\_\_ Drop Off Time\* \_\_\_\_\_ Pick Up Time\* \_\_\_\_\_  
*(Indicate days of the week)*

2 days per week \_\_\_\_\_ Drop Off Time\* \_\_\_\_\_ Pick Up Time\* \_\_\_\_\_  
*(Indicate days of the week)*

\*Must be actual times – 6:30 to 5:30 is not acceptable.

The Alabama Dept of Human Resources (CCL) shall have the authority to interview children, or staff, and to inspect and audit child or facility records without prior consent. The licensee shall make provision for private interviews with any children or staff member, and for the examination of all records relating to the operation of the childcare center. The CCL department has the authority to observe the physical condition of the child(ren), including conditions that could indicate abuse, neglect, and inappropriate placement.

**Please return your completed form and check to center management. You will be given a copy of the signed agreement. Please consider this a commitment – all deposits/payments are non-refundable. It is important that you follow the starting date that you have committed to. We will schedule staff based on Commitment Forms returned indicating a start date and the hours your child (children) will attend.**

Printed name of Parents: \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Parent Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Parent Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Director's Signature Date