



Monthly Employee Deduction Payment Plan
Montessori, Sports Academy, and Pre-School Tuitions
Payment Agreement

BETWEEN: The employer, The Grande Prairie Roman Catholic School District #28 and

Employee _____

Child's name _____

Monthly Tuition/Deduction _____

- Pre-School and / or Montessori program for current school year. Please indicate School name _____
- Sports Academy at St. Patrick Catholic School.

Note this program is not applicable to regular school fees.

IT IS HEREBY AGREED THAT THE EMPLOYER WILL:

1. Provide the opportunity for the employee to pay for Program tuition fees through monthly payroll deductions.
2. Forward all collected fees to the appropriate school on behalf of employee.

IT IS HEREBY AGREED THAT THE EMPLOYEE WILL:

1. Pay to the employer the full cost of tuition for the specified program in equal monthly installments through payroll deductions, for the duration the child is registered in program. Costs will be amortized over the remainder of school year from the time of registration.
2. Allow the employer to deduct the entire remaining amount owing for the school year from the final paycheck should the employee leave the employment of the District.
3. Pay to the employer within 15 days any amounts still owing upon leaving the employment of the District.
4. Notify Employer if employment ends.
5. Notify Employer if child withdraws from program.

SIGNATURES:

Employee: _____ Date: _____

Witness: _____ Date: _____

Approved by: _____
Associate Superintendent of Business Operations