



District Office, 8169 W. Victory Rd, Boise, ID 83709 – Telephone: (208) 854-6723 – Fax: (208) 854-6721

**IDAHO CHILD CARE PROGRAM (ICCP)
ENROLLMENT CONTRACT ADDENDUM**

A parent applying for the Idaho Child Care Program (ICCP) must complete and sign this form before a child may begin attending the Just For Kids Program. The completed form will be submitted to the Just For Kids district office with the Enrollment Contract packet.

Site: _____ Account Code: _____

Parent's Name: _____ Child's Name: _____

The following procedures apply to all Just For Kids families applying for tuition assistance through the Idaho Child Care Program:

- For a child to be considered enrolled and allowed to attend, the following documents must be completed and submitted to the Just For Kids district office: (1) enrollment contract, (2) copy of the child's current immunization record, (3) the \$35.00 registration fee and (4) 15% of one month's tuition.
- Parent will complete and submit the Enrollment Contract Addendum with the contract packet.
- Parent will provide the Just For Kids district office with a Dependant Care Charge form obtained from Health and Welfare.
- District office staff will complete the Dependant Care Charge form and return a copy to the parent.
- Parent will immediately submit the completed Dependant Care Charge form, and any other Health and Welfare requested paperwork, to the Idaho Child Care Program (ICCP).
- Parent will provide Just For Kids with their Idaho Child Care Program (ICCP) Family Number within 15 days of the first day the child attends.
- Parent will be required to pay 15% of one month's tuition every 15 days until the Idaho Child Care Program (ICCP) notifies Just For Kids of the monthly payment amount.
- If the Idaho Child Care Program (ICCP) has not notified Just For Kids of the monthly payment amount within 45 days of the first day the child attends, the parent will be required to pay any outstanding tuition balance in full in order for care to continue.
- Each month the Idaho Child Care Program (ICCP) notifies the Just For Kids program stating the amount of the monthly tuition to be paid. Just For Kids will provide the parent with a letter informing them of the total amount due as a co-payment. This amount will include any extra charges from extra days or hours, sign in/out fines and/or late pick up fees.
- If the co-payment is not paid in full by the date listed on the letter, the parent will need to make other childcare arrangements until the balance due is paid.

I have read, understand and agree to the terms of the Idaho Child Care Program Enrollment Contract Addendum.

Parent Signature

Date