

Ponderosa Montessori Inc. Schedule Change
Time must be consistent daily*

* (Full time and part time schedules *CANNOT* be combined)

I am requesting a schedule change for my child, _____ effective _____.

| | <u>Current Schedule</u> | | <u>New Schedule</u> |
|-----------|-------------------------|-----------|---------------------|
| Monday | _____ | Monday | _____ |
| Tuesday | _____ | Tuesday | _____ |
| Wednesday | _____ | Wednesday | _____ |
| Thursday | _____ | Thursday | _____ |
| Friday | _____ | Friday | _____ |

The first schedule change is free; subsequent changes have a \$25 fee. Financial changes in contract hours and/or days will be reflected in the following month's statement. I understand that an increase in hours will result in additional charges.

Signature

Date