



2019-2020 TUITION AND FEE POLICIES

FEE POLICIES

- ❖ The annual \$140.00 **non-refundable** REGISTRATION FEE must be paid in full at the time of enrollment, as well as, in JANUARY for the upcoming school year. **Parent's Initial** _____
- ❖ For elementary students, the annual \$575.00 **non-refundable/non-transferable** CURRICULUM FEE can be paid in full or in three installments, in FEB, MARCH and MAY. New families must pay at time of registration. **Parent's Initial** _____
- ❖ For elementary students, the annual TERRANOVA STANDARDIZED TESTING FEE is \$35.00 and due in March. **Parent's Initial** _____
- ❖ All returned checks will incur a \$25.00 RETURN CHECK FEE. After two returned checks, only cash or money orders will be accepted forms of payment. **Parent's Initial** _____
- ❖ All accounts participating in automated tuition and fee payments by either VISA or MasterCard credit/debit card or electronic fund transfers, will incur a \$6.00 WEEKLY fee. **Parent's Initial** _____
- ❖ After two declined credit card payments, only cash or money orders will be accepted forms of payment. **Parent's Initial** _____
- ❖ Pickup time for half day students is NOON. A LATE FEE of \$1.00 per minute will be charged for half students picked up after NOON. Your account will be billed the late fee that day. **Parent's Initial** _____
- ❖ SCHOOL CLOSSES at 5:00 p.m. SHARP. A LATE FEE of \$1.00 per minute will be charged for students picked up after 5:00 p.m. Your account will be billed that day. More than 3 late pick-ups could result in dismissal. **Parent's Initial** _____

TUITION POLICIES

- ❖ For families with 3 or more children, we offer a 20% sibling Discount on the lowest billed child and a 10% sibling discount on all additional children, on tuition only. **Parent's Initial** _____
- ❖ All accounts continuing to pay by CASH or CHECK, **please review the Tuition Schedule for payment dates.** Payment should reflect your UPCOMING 2-week or 4-week tuition. **Parent's Initial** _____
- ❖ All accounts participating in automated tuition and fee payments by either VISA or MasterCard credit/debit card or electronic fund transfers, will be charged WEEKLY for tuition payments. **Parent's Initial** _____
- ❖ A LATE FEE of \$25.00 will be charged to ALL ACCOUNTS if tuition is not paid in full by Wednesday of their respective billing cycle. **Parent's Initial** _____
- ❖ A DELINQUENT ACCOUNT of more than TWO WEEKS could result in dismissal. **Parent's Initial** _____
- ❖ The yearly tuition is divided up evenly over 41 weeks. Please note that **THERE ARE NO REFUNDS OR TUITION REDUCTIONS** for absences, holidays, winter break, spring break, or any temporary reduction in days or hours of attendance. **Parent's Initial** _____
- ❖ In the event of withdrawal OR vacation, tuition must be PAID IN ADVANCE before your departure. **Parent's Initial** _____
- ❖ Parent/Legal Guardian must complete a WITHDRAWAL FORM, as well as provide a TWO-WEEK NOTICE, to withdraw their student from school. **Parent's Initial** _____

STUDENT'S NAME

CLASS

SIGNATURE OF PARENT/LEGAL GUARDIAN

DATE