



TUITION POLICIES

*Your child's application form must be accompanied by a non-refundable \$75.00 registration fee. Returning students have a non-refundable \$35.00 registration fee upon re-entering the school. Children are not put on a waiting list until a registration fee is received by our office.

***Tuition is due and payable in advance.** Weekly tuition that is not paid by Tuesday by 6:00 p.m. of that week will have a \$5.00 late fee added to tuition. Your child will not be permitted to his/her class once your account has reached 30 days past due and will result in a 1.5 % interest charge compounded monthly, not to exceed 18%.

*Tuition is based on a weekly rate only. If there are 4 Mondays in a month, you will be billed for 4 weeks. If there are 5 Mondays in a month, you will be billed for 5 weeks.

*Tuition will not be refunded for days missed due to illness, vacations, holidays and other reasons such as snow days, weather-related emergencies or special situations regarding health of safety of children and staff members.

*Weekly rates do not change in weeks that holidays occur.

*Tuition is subject to change with proper notice.

*A fine will be charged for picking up children past 6:00 p.m.. If you arrive past 6:00 p.m. for any reason, you must pay the late day teacher in charge or your child \$5.00 at the time of your child's departure. After 6:15 p.m. there is an additional charge of \$5.00 every 15 minutes thereafter, **payable to the teacher** in charge of your child at the time of pick-up.