

## Day School Tuition Policy

Tuition is now due by the **15<sup>th</sup> of each month** and a **late charge** of **\$25** will be charged after this date. Tuition invoices will be sent out at the end of each month for the following month. There will no longer be second notices or reminders sent home/emailed this school year.

- If the **15<sup>th</sup>** falls on a weekend, tuition is due the following **Monday**.
- If the following **Monday** falls on a day the Day School is closed, payment is due on the **last school day BEFORE** the school **holiday**.
- There will be a **\$25 late charge** for tuition not paid in full by the **15<sup>th</sup>** of the month.
- **Tuition and late fee must be paid by the end of the month** due or the last school day of that month. If the balance is not paid in full, your child's space in our program will be **forfeited** and given to the next child on the waiting list.
- Students may **not return** to Day School on the first school day of that month if there is a balance on their account.
- There will be a **\$70 fall registration/\$35 summer** fee to **re-enroll** your child once tuition is paid if the space is available.
- You will be charged for the number of days your child is **enrolled**, regardless if he attends or not.
- Tuition is \$25/day for the first child and \$23/day for the second child.
- We do not charge for days missed due to holidays or bad weather.
- There is a **\$25** fee for **returned checks**. After **2** returned checks, tuition will need to be paid in **cash ONLY**.
- If a parent chooses to withdraw their child from Day School, the director must be notified in writing **a minimum of 2 weeks BEFORE** the date of **withdrawal**. If a student is withdrawn, giving less than a 2 week notice, the parents are responsible for the 2 weeks tuition. The parent that enrolled the child must make any changes to the schedule to drop, add days, or withdraw, unless it is an order through the courts.

\*\*\*Also, you can pay the Day School using PayPal by clicking the link at the bottom of your monthly statement. This is an easy and convenient way to pay any amount. You will however, be charged a PayPal convenience charge on the next month's billing.

I have read and agree to the tuition policies of the Centerville Church of Christ Day School.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

