

# Tuition and Fees Policies 2022-2023

1. Tuition and fees are due on the 1<sup>st</sup> day of each month. Tuition remaining unpaid as of 1:01pm on the 5<sup>th</sup> of each month are considered late and will be charged a tuition late fee.
2. A child will be suspended and risk losing their spot if tuition remains unpaid and if payment arrangements have not been made by the 30<sup>th</sup> of any month.
3. Payments made by check should be made payable to The Word Community Church and should have your child's FULL NAME on the check.
4. Should you have a returned check, tuition must be paid in cash along with a \$30 returned check fee. If payment is not received within 90 days of return, the check will be turned over to the Worthless Check Unit of the District Attorney's Office.
5. **Full tuition** is due regardless of dates the center is closed. Should you decide to keep your child out for any reason, please understand that full tuition is still required for that month or you risk losing your child's spot in the classroom. Tuition is based on the total number of enrollment days per calendar year and divided into equal monthly payments. Tuition will not be deducted for absences or holidays. Closure dates are already figured into monthly tuition rates. Refunds will not be issued for absences whether due to illness, holiday, vacation, or inclement weather.
6. **Full tuition** is due for any COVID-19 related closures or quarantines.
7. All tuition and fees must be paid in full by May in order for your child to participate in the end of the year activities.
8. An additional fee will be charged for any and all children remaining at the center after 12:00pm. Pick up times are strictly enforced. Children must be picked up no later than 1:00PM. A late pick-up fee of \$25 will be charged for pick-up later than 1:00 pm. In addition, \$1 a minute for every minute after 1:00pm will be assessed. TWA will use the clock located at the front desk in the foyer. All fees must be paid within two weeks of the offense. Abuse of the late pick-up policy may result in your child being disenrolled.

**I have read and understand the above tuition fees and policies. I agree to abide by this policy for the duration of time that services are rendered to my family.**

Father (or guardian): \_\_\_\_\_

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

Mother (or guardian): \_\_\_\_\_

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

# Tuition and Fees Schedule 2022-2023

## TUITION AND FEES PAYMENT PLANS:

Plan #1 – Monthly (Due the 1<sup>st</sup> day of each month)

Plan #2 – Semi-Annually (Due by August 1<sup>st</sup> & January 1<sup>st</sup>)

Plan #3 – Year in Full (Due by August 1<sup>st</sup>)

<b>Tuition</b>		
<b>Monthly</b>	<b>Semi-Annually</b>	<b>Full Year</b>
\$450	\$2,250	\$4,500
<b>Fees</b>		
<b>\$500</b> (registration, supplies, & curriculum) This is a yearly, non-refundable fee and is due by the first day of school. This secures your child's spot in the program.		

<b>Additional Fees</b>		
Late Pick-Up Fee	\$25 after 1:00pm & \$1 per minute each minute later than 1:00pm.	Daily enrollment ends at 1:00pm. Fees must be paid no later than two weeks after the day of late pick-up for your child to return.
Wait List Fee	\$50	This is nonrefundable and applies to your registration fee once a spot becomes available.
Tuition Late Fee	\$50	Notice will be sent home for all payments received after the 5 <sup>th</sup> of each month.