

REDEEMER PRESCHOOL & KINDERGARTEN

Tuition Policies and Payment Schedule Reminder Information

(Info below was included in Registration Packet & Parent Handbook)

TUITION: If you have more than one child enrolled at Redeemer, you only need to write one payment check. **In the memo section of your check, we ask that you write the student name(s) that the tuition is applied to, along with the month for which you are paying. We stress the importance of making sure the student name(s) is written on the payment check, ESPECIALLY if the pre-printed last name on the check is different from your child's.** Tuition payments made by check can be placed in the black mailbox on the wall next to the school office door or brought in to the school office. If you pay cash, please see Terri Manuel or Lyn Cooper in the school office so that you can be given a written receipt. These procedures are very helpful to us in making sure your payment is applied to the correct student.

TUITION PAYMENT DUE DATE. Since we are a non-profit school, the yearly operation of our school is 100% dependent on student tuition. All tuition is due the **first day of each month** and **is considered late after the 10th of the month.** You will be notified if your tuition is not received when due, and a late fee of \$15.00 will be added to the month's tuition. Please contact the director as soon as possible if circumstances prevent you from paying on time. ***Students with tuition accounts that are one month or more past due are subject to enrollment dismissal at the school's discretion.***

FINAL MONTH'S TUITION DUE IN SEPT. & OCT. The annual tuition for Redeemer School is divided into 9 monthly payments. The last month's tuition (May) is divided and paid during the first two months of school. One-half of May's tuition is paid with the September tuition payment and the remaining half of May's tuition is paid with the October tuition payment. For example, if a student's tuition is \$120 per month, this is divided in half for the May tuition, \$60 is applied to September tuition and \$60 is applied to the October tuition. Therefore, tuition payments in September & October would be \$180 each. Tuition payments for November through April would be \$120 each. Parents are finished with tuition payments after the April 1st payment if the May tuition is paid early. We still continue classes into May and your tuition for that month will have already been paid at the beginning of the school year. The tuition payment schedule on the back of this sheet will break down the tuition amounts due for your child's class each month.

REGISTRATION FEES. A registration fee equal to one month's tuition amount was payable at the time you registered and turned in an enrollment application for your child. This is a one-time fee that is **non-refundable.** **It is in addition to and not a part of regular monthly tuition payments.**

RETURNED CHECKS. If a tuition check is returned for non-sufficient funds, the parent will be notified and asked to replace the funds along with an additional \$25.00 fee to cover bank charges. If more than one check is returned for non-sufficient funds during the school year, the school reserves the right to ask for cash or money-order tuition payments for the remainder of payments due.

TUITION & STUDENT ABSENCES. If a student is absent short-term or long-term for any reason, the school **cannot** prorate or waive monthly tuition for the time the student was not in school. We plan a budget based on our annual tuition from enrolled students. This annual tuition is divided into equal monthly payments. Our ability to operate each month is heavily dependent upon these monthly tuition payments. If you anticipate that your child will be absent from school for one month or more, please call the school director as early as possible to discuss your situation.

WITHDRAWAL POLICY. A 30-day notice must be given when a child is being withdrawn from the school. This allows the school time to replace the child with one from the current waiting list or to make necessary personnel changes. If we receive a 30-day or more notice, then the May tuition paid upfront will be refunded. If we receive less than a 30-day notice, then a withdrawal charge will be assessed equaling one month's tuition for that child. If the May tuition has been paid upfront, then that payment will serve as the withdrawal charge.

Pre-K Classes
(Teachers: Mrs. Patti & Mrs. Cannella)

TUITION PAYMENT SCHEDULE
For 2008-2009 School Year

4-day Pre-K Class Tuition Payment Schedule:

Payment Due:	September 2:	\$240.00	\$160.00 + \$80 (1/2 of May)
	October 1:	\$240.00	\$160.00 + \$80 (1/2 of May)
	November 1:	\$160.00	
	December 1:	\$160.00	
	January 1:	\$160.00	
	February 1:	\$160.00	
	March 1:	\$160.00	
	April 1:	\$160.00	

5-day Pre-K Class Tuition Payment Schedule:

Payment Due:	September 2:	\$262.50	\$175.00 + \$87.50 (1/2 of May)
	October 1:	\$262.50	\$175.00 + \$87.50 (1/2 of May)
	November 1:	\$175.00	
	December 1:	\$175.00	
	January 1:	\$175.00	
	February 1:	\$175.00	
	March 1:	\$175.00	
	April 1:	\$175.00	

*Please save this Payment Schedule for your future reference.
Payment Schedules are also found on our website at
www.redeemerpreschool.com.*

Young 4's Class

(Teacher: Mrs. Holiday)

TUITION PAYMENT SCHEDULE For 2008-2009 School Year

4-day Young 4's Class Tuition Payment Schedule:

Payment Due:	September 2:	\$240.00	\$160.00 + \$80 (1/2 of May)
	October 1:	\$240.00	\$160.00 + \$80 (1/2 of May)
	November 1:	\$160.00	
	December 1:	\$160.00	
	January 1:	\$160.00	
	February 1:	\$160.00	
	March 1:	\$160.00	
	April 1:	\$160.00	

5-day Young 4's Class Tuition Payment Schedule:

Payment Due:	September 2:	\$262.50	\$175.00 + \$87.50 (1/2 of May)
	October 1:	\$262.50	\$175.00 + \$87.50 (1/2 of May)
	November 1:	\$175.00	
	December 1:	\$175.00	
	January 1:	\$175.00	
	February 1:	\$175.00	
	March 1:	\$175.00	
	April 1:	\$175.00	

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3's Class

(Teacher: Mrs. Jennifer)

TUITION PAYMENT SCHEDULE For 2008-2009 School Year

NOTE: If your child attends a 2- or 3-day per week class and is the second or more sibling enrolled, please apply your 10% discount to the monthly tuition amounts given below. The oldest child enrolled is considered the first child. If you have a second or more sibling enrolled for 5 days by combining a 2-day and 3-day class, a 15% discount is applied to the combined tuition. The second child 10% discount CANNOT be combined with the 15% discount.

3-day 3's (MWF) Class Tuition Payment Schedule:

Payment Due:	September 2:	\$202.50	\$135.00 + \$67.50 (1/2 of May)
	October 1:	\$202.50	\$135.00 + \$67.50 (1/2 of May)
	November 1:	\$135.00	
	December 1:	\$135.00	
	January 1:	\$135.00	
	February 1:	\$135.00	
	March 1:	\$135.00	
	April 1:	\$135.00	

2-day 3's Class (Tues/Thurs) Tuition Payment Schedule:

Payment Due:	September 2:	\$180.00	\$120.00 + \$60 (1/2 of May)
	October 1:	\$180.00	\$120.00 + \$60 (1/2 of May)
	November 1:	\$120.00	
	December 1:	\$120.00	
	January 1:	\$120.00	
	February 1:	\$120.00	
	March 1:	\$120.00	
	April 1:	\$120.00	

5-day 3's (MWF & Tu/Th Combined) Class Tuition Payment Schedule (includes 15% discount):

Payment Due:	September 2:	\$325.12	\$216.75 + \$108.37 (1/2 of May)
	October 1:	\$325.12	\$216.75 + \$108.37 (1/2 of May)
	November 1:	\$216.75	
	December 1:	\$216.75	
	January 1:	\$216.75	
	February 1:	\$216.75	
	March 1:	\$216.75	
	April 1:	\$216.75	

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2's & Young 3's Classes (Teacher: Mrs. Turner)

TUITION PAYMENT SCHEDULE For 2008-2009 School Year

NOTE: If your child attends a 2- or 3-day per week class and is the second or more sibling enrolled, please apply your 10% discount to the monthly tuition amounts given below. The oldest child enrolled is considered the first child. If you have a second or more sibling enrolled for 5 days by combining a 2-day and 3-day class, a 15% discount is applied to the combined tuition. The second child 10% discount CANNOT be combined with the 15% discount.

3-day Young 3's (MWF) Class Tuition Payment Schedule:

Payment Due:	September 2:	\$202.50	\$135.00 + \$67.50 (1/2 of May)
	October 1:	\$202.50	\$135.00 + \$67.50 (1/2 of May)
	November 1:	\$135.00	
	December 1:	\$135.00	
	January 1:	\$135.00	
	February 1:	\$135.00	
	March 1:	\$135.00	
	April 1:	\$135.00	

2-day 2's Class (Tues/Thurs) Tuition Payment Schedule:

Payment Due:	September 2:	\$180.00	\$120.00 + \$60 (1/2 of May)
	October 1:	\$180.00	\$120.00 + \$60 (1/2 of May)
	November 1:	\$120.00	
	December 1:	\$120.00	
	January 1:	\$120.00	
	February 1:	\$120.00	
	March 1:	\$120.00	
	April 1:	\$120.00	

5-day Attendance (MWF & Tu/Th Combined) Class Tuition Payment Schedule (includes 15% discount):

Payment Due:	September 2:	\$325.12	\$216.75 + \$108.37 (1/2 of May)
	October 1:	\$325.12	\$216.75 + \$108.37 (1/2 of May)
	November 1:	\$216.75	
	December 1:	\$216.75	
	January 1:	\$216.75	
	February 1:	\$216.75	
	March 1:	\$216.75	
	April 1:	\$216.75	

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Kindergarten Class
(Teacher: Mrs. Brinson)

TUITION PAYMENT SCHEDULE
For 2008-2009 School Year

<u>Payment Due On:</u>	<u>Amount Due:</u>
August 18:	\$127.50
September 2:	\$255.00
October 1:	\$255.00
November 1:	\$255.00
December 1:	\$255.00
January 1:	\$255.00
February 1:	\$255.00
March 1:	\$255.00
April 1:	\$255.00
May 1:	\$255.00

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