

**ENROLLMENT PAYMENT
PROCEDURES AND POLICIES (2017-2018)**

<u>Half Day</u>	<u>Annual Tuition</u>	<u>10 Months</u>	<u>12 Months</u>
1 child	\$4,153	\$415 (Due Aug. 1 st)	\$346 (Due June 1 st)
Each Toddler add	+ \$197	+\$20	+\$16

No Discount given for half day siblings

<u>Full Day</u>			
1 child	\$5,600	\$560	\$467
2 children (w/3% discount)	\$10,864	\$1,086	\$905
3 children (w/6% discount)	\$15,792	\$1,579	\$1,316
Each Toddler add	+\$213	+\$21	+\$18

All Tuition for services rendered is non-refundable

Fees

Registration Fee (Non-refundable)	\$150 per child
Building Usage Fee (Non-refundable)	\$375 per child

Mandatory Fundraising per family

Each family agrees to pay a non-refundable \$300 fundraising donation upon enrollment and in addition each family agrees to the following:

- 1) A Fall fundraising commitment-selling \$200 worth of raffle tickets by event date (TBA); and
- 2) The Spring fundraising commitment-selling \$200 worth of tickets by event date (TBA).

* If not fulfilled by event date (TBD) the tuition account will be billed for the monetary difference with an **additional late fee charge of \$25**

Families are encouraged to sell additional tickets to support the school.

Extended Day added Monthly Fees

1 hour	\$40 per child
2 hours	\$70 per child
3 hours	\$90 per child

Extended Day Times

7:15am-8:15am
3:30pm-5:30pm

Miscellaneous Fees

Late payment Fee after the 5 th of the month	\$25
NSF (any reason)	\$35
Late Pickup Fee	\$45
Early Withdrawal Penalty Fee	\$600 (before Jan.) per child \$300 (after Jan.) per child
Credit Card Fee	3%
Daycare Drop-in Rate (automatic at sign in)	\$8 per hour per child

****Any intervention services/assessments or additional accommodations are the sole financial responsibility of the parent/guardian.**

***Tuition payments are due and payable in advance by the 1st of each month. After the 5th of each month a late fee of \$25.00 is due along with the tuition payment. Failure to pay tuition after the days allotted, your student may not be allowed to return to school.**

***Withdrawal policy: Written notice of thirty (30) days is required before withdrawing a child from school. However, early withdrawal penalty fee must still be paid. Student records, transcripts, teacher recommendations/evaluations will be released only after financial obligations are paid in full.**

***A 3% DISCOUNT IS ALLOWED ON TOTAL ANNUAL TUITION IF PAID IN FULL ALONG WITH THE FEES BY AUGUST 1, 2017 OR UPON REGISTRATION FOR NEW FAMILIES.**

All fees and payments are non refundable. Payment terms, fee amounts and tuition payments are subject to change annually.

In signing this document, I acknowledge reading the policies and procedures of The Discovery School stated above.

Name of Student: _____

Signature of Parent or Guardian

Date