

**Little Saints Child Care & Preschool Ministry  
Half-Day Preschool & Pre-K Tuition Contract**

708 Wayne Street  
Middlebury, IN 46540  
574-825-9683

**Child's Name** \_\_\_\_\_ **Birthdate** \_\_\_\_\_  
Half-Day Preschool Program for 2019/2020

**I will pay tuition as follows:**

**Half Day 3's/4's Class - Tuesdays and Thursdays 8:30-10:30am**

\_\_\_\_\_ **One Annual Payment** of \$648.00 (\$720 - \$72.00) Payment due by August 8, 2019.

\_\_\_\_\_ **Three Quarterly Payments** of \$228.00 (\$240 – \$12.00) Payments are due August 8, 2019, November 1, 2019, & February 4, 2020.

\_\_\_\_\_ **Nine Equal Payments** of \$80 Payments due at the end of each month: August 8, 2019 – May 1, 2020.

**Half-Day Pre-K 4's/5's Class - Mondays, Wednesdays, and Fridays 8:30-12:30pm**

\_\_\_\_\_ **One Annual Payment** of \$1093.00 (\$1215-\$122) Payment due by August 8, 2019.

\_\_\_\_\_ **Three Quarterly Payments** of \$385.00 (\$405-20.00) Payments are due August 8, 2019, November 1, 2018, & February 4, 2020.

\_\_\_\_\_ **Nine Equal Payments** of \$135 Payments due at the end of each month August 8, 2019 May 1, 2020.

**I understand and agree to the following:**

1. There is an initial, non-refundable \$40 enrollment fee due to guarantee a spot for my child in preschool. If I should withdraw my child, I understand that there will be a re-enrollment fee.
2. If I should withdraw my child and re-enroll the child within two weeks, I will pay back charges for the time the child was not enrolled.
3. I understand there will a supply fee of \$20 charged on the first invoice.
4. Tuition is due per the above checked schedule.
5. A late fee will be added to my bill beginning the first day my payment is past due.
6. If my bill is more than one week past due my child will not be able to attend until tuition and late charges have been paid.
7. I will pay the agreed upon tuition whether my child is present or not. This includes family vacations, medical leave, illness, school cancellations, etc.
8. A late charge of \$1.00 per minute for three year olds picked up after 10:45 am and for Pre-K children picked up after 12:45 pm will be charged.
9. I will be responsible for any and all fees, charges, or expenses that Little Saints Child Care and Preschool Ministry would have to pay in order to collect any bad debt.
10. I will give at least two week's notice prior to withdrawing my child.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized Preschool Representative \_\_\_\_\_ Date \_\_\_\_\_

## Half-Day Preschool Tuition Rates for 2019/2020 School Year

Registration Fee - \$40

Annual Supply Fee - \$20

Registration Fee is required at time of registration to secure spot in Half-Day Preschool. Annual Supply Fee will be charged on the first preschool tuition invoice.

**Half-Day Preschool Class** – Meets Tuesdays and Thursdays from 8:30am – 10:30 am  
\$80 per month, August through May

**Half-Day Pre-K Class**– Meets Mondays, Wednesdays, and Fridays from 8:30am – 12:30 pm  
\$135 per month, August through May

**Full Day Preschool or Pre-K-** Must fill out full day care tuition contract

Tuition payments may be made annually, quarterly, or monthly. Annual payments are due before preschool starts; quarterly and monthly payments are due before the first day of the quarter or month the payment is for. There is a 10% discount for those paying annually and a 5% discount for those paying quarterly.

Please fill out the enclosed tuition contract, check the payment plan you are going to use, sign and date it and give to the Day Care Director or Preschool teacher. When paying monthly, remember that there will be nine equal monthly payments regardless of the number of days children attend school during that month. If you are choosing one annual payment that payment is due no later than August 25, 2018.

**Classes will begin** September 5, 2017 for the 3's/4's Preschool and September 6, 2018 for the 4's/5's Pre-K. Classes will end the week of May 22-24, 2019, respectively. The make-up day schedule will be determined and parents will be notified as soon as possible. Preschool Graduation will occur Thursday May 21<sup>st</sup> 2020. Please see the Preschool Parent Handbook for additional information. Note: All tuition balances must be paid to participate in the Pre-K Graduation Ceremony.

Please contact the Little Saints Child Care office with any questions or concerns 574/825-9683.

Thank you and God Bless!

**Matthew 18:4-5** Therefore, whoever humbles himself like this child is the greatest in the kingdom of heaven.  
And whoever welcomes a little child like this in my name welcomes me.