

**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 & Pre-K Program for 2021/2022

I will pay tuition as follows:

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

_____ **One Annual Payment:** \$792 (\$880- \$88) Payment due by August 6, 2021.

_____ **Three Quarterly Payments** of \$278.67 (\$293.33 – \$14.66) Payments are due August 6, 2021, November 1, 2021, & February 1, 2022.

_____ **Ten Equal Payments** of \$88 Payments due at the end of each month: August 6, 2021 – May 2, 2022.

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

_____ **One Annual Payment** of \$1,305 (\$1450-\$145) Payment due by August 6, 2021.

_____ **Three Quarterly Payments** of \$459.17 (\$483.33-\$24.16) Payments are due August 6, 2021, November 1, 2021, & February 1, 2022.

_____ **Ten Equal Payments** of \$145 Payments due at the end of each month August 6, 2021 May 2, 2022.

I understand and agree to the following:

1. There is an initial, non-refundable \$50 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 \$25 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 preschool children 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.
11. I understand if I have an unpaid account balance one week prior to Pre-k graduation, my child will not be able to participate in the graduation ceremony.

Parent Signature _____ Date _____

Authorized Preschool Representative _____ Date _____

Half-Day Preschool Tuition Rates for 2021/2022 School Year

Registration Fee - \$50

Annual Supply Fee - \$25

Registration Fee is required at time of registration to secure spot in Half-Day Preschool. Annual Supply Fee will be charged on the first tuition invoice. *There will be an automatic 3% annual tuition increase every August.*

Half-Day Preschool Class – Meets Tuesdays and Thursdays from 8:30am – 10:30 am
\$88 per month, August through May

Half-Day Pre-K Class– Meets Mondays, Wednesdays, and Fridays from 8:30am – 12:30 pm
\$145 per month, August through May

Full Day Preschool or Pre-K- Must fill out full day care tuition contract as the tuition fees are different than the half day programs

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 Child Care Director or Preschool teacher. When paying monthly, remember that there will be ten 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 the date on the tuition contract.

Classes will begin as shown on the attached annual calendar. The make-up day schedule will be determined and parents will be notified as soon as possible. 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.