

TUITION AGREEMENT—BETHANY LUTHERAN CHURCH PRESCHOOL

A non-refundable registration fee of \$200 for the school year for all students, and \$75 for summer camp is required for official enrollment and is due at the time of registration. This fee covers the cost of registration materials, supplies, t-shirt, yearbook and curricular materials. It also includes the \$10.00 Disaster Supply Fee, which is paid only one time during a child's years at Bethany.

Tuition is charged on a school year basis, with an annual fee, payable in full or in 10 equal payments-August through May. Tuition payments are made through FACTS Tuition Management Program. Each payment is 1/10th of the total and is not related to the number of school days in that month. If the entire year's tuition is paid on or before August 1st, a 5% discount will be given. In order for this to happen the account must be set up in FACTS early in July. Parents are given the choice of having payments withdrawn on the 5th or the 20th of each month-August through May. No refunds can be given for days of illness. Full tuition payment will be expected to hold your child's place in the classroom in the event of family vacation time. No refunds of tuition will be given. A tuition discount is given to additional preschool/school children of the same family.

A child absent for two (2) consecutive weeks will be dropped from the official class list UNLESS the office has been notified in advance. **A two-week written notice is required if a child is to be withdrawn from preschool during the school year or tuition will continue to accrue. You will pay tuition for the final two weeks after notice is given. Any outstanding tuition must be paid in full before the child leaves Bethany Lutheran Preschool.**

If your start date is after the first day of your child's program, the tuition rate is pro-rated based on how many days your child is actually enrolled in our program. In the event the preschool closes due to a response to natural disasters or emergencies, there will be no refund given for closed days nor will tuition be pro-rated. We will follow the recommendations of the Superintendent of Long Beach School District in response to a Long Beach wide situation. We will follow the recommendations of the superintendent of Los Angeles for Los Angeles County wide situations.

Preschool Summer Camp tuition is completely separate from the school year tuition and is billed separately, payable in three sessions, to enable and encourage family vacations. Included in each child's permanent file will be this contract between the parents and Bethany Lutheran Preschool stating that the parents will agree to abide by the tuition policy as stated in the Parent Handbook.

Unless other arrangements have been made with the Director, late payments are assessed a \$30.00 late fee. Should tuition become one month delinquent, the student may be dropped from the program. In the event of a returned check, you will be required to repay the amount plus a returned check fee of \$30.00. We do accept credit cards. There is a \$30 fee for a declined credit card.

Space permitting, a session change may occur. The request must be made in writing, 30 days in advance. There is a \$100 program change fee. If you would like your child to come to school on a day that they are not scheduled to come, you may email the director to arrange it in advance if space is permitting at an extra charge of \$30 per day for the preschool hours between 8:30 a.m. and noon or \$50 per day for the full day.

My (Our) child _____ will attend the following session:

8:30 a.m.—noon	1st child	2nd child	3rd child or more
3 days	\$4151 (\$415.10/mos)	\$3734 (\$373.40/mos)	\$3445 (\$344.50/mos)
4 days	\$5189 (\$518.90/mos)	\$4670 (\$467.00/mos)	\$4307 (\$430.70/mos)
5 days	\$6227 (\$627.20/mos)	\$5604 (\$560.40/mos)	\$5168 (\$516.80/mos)
Full Day	1st child	2nd child	3rd child or more
3 days	\$6388 (\$638.80/mos)	\$5749 (\$574.90/mos)	\$5302 (\$530.20/mos)
4 days	\$8003 (\$800.30/mos)	\$7203 (\$720.30/mos)	\$6643 (\$664.30/mos)
5 days	\$9411 (\$941.10/mos)	\$8470 (\$840.70/mos)	\$7811 (\$781.10/mos)

A late charge of \$15 for each ten (10) minutes you are late picking up a child will be made. This is a separate charge from your tuition and is charged to your FACTS account.

****Please note there will be a \$50.00 /mos. diaper changing fee for all non-toilet trained children.**

I have read and understand the above "Admissions Contract" with regard to my financial obligations to the school.

Parent/Guardian signature: _____ Date _____

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