

## Adventure Preschool Financial Policy

2021/2022 School Year

### Registration Fee

A **non-refundable** registration fee of \$75 (\$50 for the second child) is due at the time of registration.

One-month advanced tuition is also due at the time of registration. This payment will be for the last month your child is enrolled. Tuition payments will begin in the month of September and if you stay the entire year there will be no tuition payment due for the month of May.

### Tuition:

Tuition payments are due monthly by the 10<sup>th</sup> of each month. Payments received after the 10<sup>th</sup> are subject to a late fee. Returned checks are subject to a \$15 fee.

Advanced one-month tuition is required for all families at the time of your registration. Failure to make the advanced payment will forfeit your child's placement.

- NO discounts are given for extended vacations or absences. Scheduled tuition payments are required for the preschool to hold your child's space in their classroom until their return.
- If you formally withdrawal your child from school, and want to return during the same school year, you will be required to pay registration fees and the one-month advanced tuition payment when you re-enroll.

### Withdrawal Policy:

Should it be necessary to withdraw your child from school for any reason, the following procedures are required:

1. A withdrawal notice must be written and given to the director 30 days prior to the withdrawal.
2. Parents are responsible for tuition during the 30-day notice period.
3. Should a child withdraw without a 30-day notice, parents are responsible for the 30 day tuition from time of notification.

**I have read and understand the policy stated above:**

**Child's Name: (please print)** \_\_\_\_\_

**Parent's Name: (please print)** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_