



Dear parents,

Please find below the information regarding tuition payments and our terms and conditions. We kindly ask that you review and sign at the bottom to indicate your agreement.

Tuition is due bi-weekly and can be paid through our Procure Software application, where invoices are sent every other Friday. The tuition cost covers not only your child's educational expenses but also guarantees their spot in class in the case of an absence.

It's important to note that tuition cost remains the same regardless of circumstances such as child sickness (including exposure to or contracting COVID-19), family vacations, summer vacations, holidays, school scheduled breaks, climate closures, or any future closures at the school's discretion. Discounts and tuition rates may be changed and adjusted at the discretion of the Director. Failure to pay tuition in full within 7 days after the due date may result in enforcement of the Expulsion Policy, as determined by the Director.

Please understand that we cannot hold or secure your child's placement in a class without tuition payments. Late fees of \$25.00 will be incurred if tuition is not settled by the due date, and an additional fee of \$15.00 will be charged the following Monday if the payment remains outstanding. These fees will be included in your tuition invoice.

If you have any questions or concerns, please feel free to reach out to the director via mail or phone.

Below is a breakdown of your bi-weekly tuition payment, based on your package.

Monday-Friday 6:30am-6:00pm

Tuition Bi- Weekly: \$380.00

Please sign below to indicate your agreement to the terms and conditions.

Print: _____

Signature: _____

Date: _____