

## 2018 - 2019 Tuition Options / Registration Terms & Conditions

Tuition Options:	Full Payment Due April 1, 2018 (includes discount)	4 Equal Payments Due April 1, June 1, Sept. 1 & Dec. 1 (includes discount)	9 Equal Payments Due on the first days of the months April through Dec. 2018
<b>2 &amp; You:</b>			
1 Morning	\$850	\$220 per pymt	\$100 per pymt
<b>2's Drop-Off:</b>			
1 Morning	\$1,075	\$275 per pymt	\$125 per pymt
2 Mornings	\$2,150	\$550 per pymt	\$250 per pymt
3 Mornings	\$2,905	\$745 per pymt	\$340 per pymt
<b>3's Program:</b>			
2 Mornings (T/Th)	\$1,840	\$470 per pymt	\$215 per pymt
3 Mornings (M/W/F)	\$2,760	\$705 per pymt	\$320 per pymt
5 Mornings (M/W/F + T/Th)	\$4,600	\$1,180 per pymt	\$535 per pymt
Optional 1 Afternoon (W)	\$740	\$190 per pymt	\$90 per pymt
Optional 2 Afternoons (M & W)	\$1,480	\$380 per pymt	\$180 per pymt
<b>4's Program:</b>			
3 Mornings (M/W/F)	\$2,760	\$705 per pymt	\$320 per pymt
3 Full Days (M/W/F)	\$4,850	\$1,245 per pymt	\$565 per pymt
5 Mornings (M - F)	\$4,465	\$1,145 per pymt	\$520 per pymt
Optional 2 Afternoons (M/W) *	\$1,480	\$380 per pymt	\$175 per pymt
Optional 3 Afternoons (M/W/F) *	\$2,215	\$565 per pymt	\$255 per pymt

\* Option for 5 Morning 4's Only

### Registration Terms & Conditions

**Payer is responsible for all tuition regardless of changes in the make-up of the class.**

Chestnut Grove Child Development Center DOES NOT INVOICE for tuition payments. Payments are to be delivered or mailed to the school for receipt on the 1st of the month. **Checks should be made payable to: Chestnut Grove CDC.**

**Registration:** Current year tuition (including for all siblings) must be paid in full, in order to register for next year.

A non-refundable registration fee MUST accompany the registration form. This fee does not apply to tuition. Registration fee is \$50 per child, or \$75 maximum per family. Tuition deposits are due April 1.

**Failure to remit your non-refundable deposit by April 1, 2018, will result in your child being removed from the September roster.**

For registration after April 1, tuition is due within seven (7) business days of registration. The opening will be held for seven (7) business days only, after which the opening will be available to the next person on the wait list.

**Late Payments:** Tuition payments made after the 15th of the month will incur a 5% late fee, with an additional 5% late fee on the balance due being added after the 1st of each month if payment is not received. Please contact the school Treasurer if a tuition payment must be delayed or financial difficulties arise. The Treasurer will attempt to work out an equitable financial arrangement satisfactory to both the parent and the school.

**Non-Payment:** If a check is returned, you are expected to cover it immediately, along with any service charges incurred. After two months of non-payment of tuition, if arrangements have not been made with the Treasurer/Director, we reserve the right to request that the child be withdrawn from school, the parent (guardian) resign from a School Board position (if applicable), and your account be turned over to a collection agency. No refunds will be paid.

**Financial Assistance:** In certain circumstances, scholarship funds can be requested for payment of tuition. A letter of request is required. All such communications are held in strictest confidence between the Treasurer/Director and parent.

**Withdrawal/Refunds:** Withdrawal requests must be made in writing at least two weeks in advance of your last day.

If withdrawing from April 1 to May 31, one month of tuition is forfeited. If withdrawing from June 1 to July 31, two months of tuition is forfeited. If withdrawing from August 1 to August 31, three months of tuition is forfeited. If withdrawing from September 1 to January 1, four months of tuition is forfeited, plus payment for any days already attended. No refunds will be granted after January 1st.

There will be no refunds for school days missed due to holidays, inclement weather, or illness.

**Discounts:** Tuition for each additional sibling enrolled in the school concurrently is discounted by 10%. If tuition rates for multiple siblings differ, discounts will be applied to the lowest rate(s).