

Peninsula Lutheran Preschool



Preschool Financial Policy Tuition and Fees (2011-2012)

APPLICATION FEE <i>(due with application and non-refundable):</i>	MATERIALS FEE <i>(non-refundable):</i>
\$50.00	\$ 25

This fee covers educational materials/supplies. For students enrolled prior to August 31st, the supply and curriculum fee is due **by September 1st**. For those enrolling after September 1st, the fee is due at the time of application. The materials/supplies are the property of Peninsula Lutheran Preschool.

TUITION	MONTHLY FEE	ANNUAL FEE	Prepay Discount
Preschool 2 ½ - 3 ½ year olds	\$130.00	\$1,300.00	\$1,235.00

- **Payments.** Tuition is paid in 10 equal monthly installments beginning **September 1st** and continuing through **June 1st**.
 - Payments are due by the 1st of each month
 - Non-payment of first month's tuition will void the student's application.
- **Prepay Discount.** If annual tuition is paid in full by September 1st, a 5% discount is applied.
- **Multiple Child Discount.** A 10% tuition discount applies to 2nd child enrolled at PLP; 20% to 3rd child enrolled at PLP (largest discount applies to youngest child first).
- **Make all checks payable to *Peninsula Lutheran Preschool or PLP.***
- **Returned Checks.** A \$20.00 NSF charge is applied to all returned checks.

- **Tuition Refund Policy**
 - **Registration Fees & Materials Fees Refunds** are never granted. All materials and supplies are the property of PLP.
 - **Monthly Tuition Refunds.** Monthly tuition payments are not refundable.
 - **Prepay Tuition Refunds.** PLP must receive 30-days advance written notice of student withdrawal for any tuition refunds to be considered, and refunds must be requested in writing, 30-days prior to student withdrawal. If 30-days advance written notice of student withdrawal has been received, but a written request for a tuition refund is received at a later date, requests will be granted based on the date of request. PLP determines annual refunds, prorated on an 10-month basis. When determining monthly tuition, the 5% discount for full payment by September 1st no longer applies. When a student withdraws part way through a month, the refund will be calculated based on the last day of the month.

- **PAST DUE ACCOUNTS:**
 - ❖ **30 DAYS PAST DUE:** Parents agree to conference with the school director(s). If no mutually agreeable and reasonable solution can be reached, the parents will be informed the student(s) will not be able to continue attending. Additionally, sufficient effort to repay all debt, as determined by the school director(s), is mandatory and failure to do so may result in the involvement of a collection agency.

I have read, understand, and agree with the above information and requirements.

Parent/Guardian Signature

Date