



ST. ELIJAH MOM'S DAY OUT & PRE-K FINANCIAL RESPONSIBILITY FORM

Name(s) of those financially responsible for student(s)

1. _____ 2. _____

Frequency of Payment (Please circle one): Annual Semester Month

List student(s) enrolled oldest to youngest

Student Name	Date of Birth	Class	Number of Days

Primary Address of student(s)

_____ Street Address _____ City _____ State _____ Zip Code

Start Date (if not first day of school): _____

By signing this financial agreement I understand that I am liable for the amount of tuition and any overage charged in accordance with the policies and procedures of St. Elijah's Mom's Day Out & Pre-K.

_____ Parent/Guardian _____ Date _____ Parent/Guardian _____ Date

TUITION

Enrollment Fee

\$100 non-refundable deposit due at time of enrollment to secure placement.

Student Fee

Paid by all students twice a year. Cost covers such items as class group picture, field trips, classroom materials, classroom supplies and technology expenses.

One Day	Two Day	Three Day	Four Day	Five Day
\$10	\$20	\$30	\$40	\$50

Tuition Amounts

Toddler Room- Preschool

Number of Days	Annual	Semester	Monthly/August
One*	\$1094	\$546	\$115/\$58
Two	\$2187	\$1093	\$230/\$115
Three	\$3281	\$1639	\$345/\$173
Four*	\$4375	\$2185	\$460/\$230
Five	\$5468	\$2731	\$575/\$288

*Limited to Toddler room at this time

Pre-Kindergarten

Number of Days	Annual	Semester	Monthly/August
Two	\$2294	\$1148	\$242/\$121
Three	\$3442	\$1720	\$362/\$181
Five	\$5736	\$2868	\$604/\$302

Multiple Child Discount

A discount of 10% will be given to each consecutive sibling for tuition. Enrollment fee and Student fee are not discounted.

Toddler Room- Preschool

Number of Days	Annual	Semester	Monthly/August
One*	\$985	\$491	\$104/\$52
Two	\$1968	\$984	\$207/\$104
Three	\$2953	\$1475	\$311/\$155
Four*	\$3938	\$1967	\$414/\$207
Five	\$4921	\$2438	\$518/\$259

*Limited to Toddler room at this time

Tuition Due Dates

Annual: Due first of September.

Semester: Due first of September and First of February

Monthly: August tuition is due the first day of school. All subsequent payments due the first of each month.

Late payment: Payments are late on the 10th of each month. A late fee of \$10 will be applied after this date.

Cancellation Policy

- The office must be notified two weeks in advance of any student being withdrawn from the program. The student is responsible for tuition until two weeks after notification is given.
- *Beginning of year policy-* Notification must be given one week prior to the beginning of the school year if the student will not attending. The student will be responsible for the first two weeks tuition if notification is given after drop date.

After school care

After school care (Stay & Play) will begin at 2:35 pm and end promptly at 3:15 pm. The cost for this service is \$7 per student per day. Any student left at School after 2:35 pm will automatically attend Stay & Play and the student's account will be charged accordingly. Any student left after 3:15 pm will be considered a late pick up.

Late fees begin to accrue at 3:16 pm:

\$5 flat fee for the first 5 minutes

\$10 per minute 3:21 pm-3:30 pm

\$20 per minute starting at 3:31 pm

Any student that accrues 4 late pickups will no longer be permitted to utilize Stay & Play. Pick up time for this student will resume to 2:30 pm. If the student is left again after 2:30 pm, a different program with a later pick-up time might be suggested to fit the student's needs.

Drop-In Policy

Any currently enrolled student may attend class on a non-enrolled day for a fee of \$25 per day if space is available. **Payment must be made at time of drop-in.** Please call director's office to check availability of your student's classroom. Constant continuation of attendance on a non-enrolled day will prompt discussion of permanent enrollment.