

Kirk of the Hills Preschool Fall Parent Financial Information

A \$200.00 deposit and supply fee are due at time of enrollment. These deposit and supply fee are **non-refundable. This deposit will apply toward tuition.**

The monthly tuition amount is the same every month regardless of days missed due to illness, holidays, or inclement weather. Your child's monthly tuition is based on the actual number of days that he is expected to attend school during the 9 month school year.

Tuition may be paid yearly, by semester, or in nine equal monthly installments. Please remember that the Preschool does not send bills.

Tuition may be paid in one of the following methods: Cash, Check, Credit Card and automatic check (must be pre-arranged).

Checks should be made payable to "Kirk Preschool". Write your child's or children's name on the memo line of the check to insure proper credit. Tuition checks may be placed in the tuition box in either of the preschool buildings by the 15th of the month or mailed to the Preschool (must be postmarked no later than the 15th of the month).

Tuition is due on the fifteenth of the month. **A late fee of \$30 per child will apply to all tuition payments received after the fifteenth.**

There is a \$30 fee on all returned checks.

Thirty days written notice is required to withdraw a child from the program. This enables the preschool to process an application from the waiting list.

If it is necessary to withdraw your child before the school year begins, the Preschool must be notified in writing.

Scholarship information is available on request.

If your family should have an unusual or emergency type financial problem that may affect the prompt paying of tuition, please talk with the Director, so that a solution may be worked out.

I have read and understand and agree to abide by the above financial policies.

Name _____

Date _____