

REGISTRATION FEES: Infant to Pre-K: \$150

Additional Child: \$75

School Age: \$40 each

TUITION POLICY:

The Annual Tuition is based on the Toms River Schools' Calendar of 180 days for a 5 day program, 105 days for a 3 day program and 75 days for a 2 day program. Parents may add the Early Learning Center Calendar, which adds 15 **additional days** of child care when Toms River Schools is closed, and the summer program for year-round childcare. A mailbox is located in the hallway of both buildings for tuition. Our school year will have the same FIRST day and LAST day as Toms River Schools including any weather related make-up days unless we advise you otherwise. **Tuition does NOT include charges** for days our school is not open for **holidays, vacation weeks, or snow days. No deductions may be made for absences, vacations, or emergency closings as the school maintains the continuous cost of staff salary and programs expense.**

Tuition is divided into 10 equal payments for your convenience and to save our monthly billing. The first payment is a tuition deposit (security) equal to one month's tuition and is due according to the Tuition Agreement Schedule. The monthly tuition and all enrollment forms must be received prior to the first day of attendance. **Thereafter, tuition is due the 1st week of each month, September to May, for a total of 10 payments. The tuition deposit is applied to June Tuition** or the last month of attendance, when **4 weeks** written notice of withdrawal has been provided. Tuition does not include fees for field trips, extra-curricular activities, student books, developmental screenings or assessments. Tuition payments by Credit Card will be assessed 2.75% service fee. Tuition payments may also be arranged to coincide with a bi-weekly pay schedule. Special payment arrangement must be made during school day **office hours: 9:00 AM to 3:00 PM daily. Please use Blue or Black ink when writing a check.**

Available Discounts (only 1 may apply): A 2.5% discount is applicable for prepaid annual tuition paid by October 1st. A 2nd child discount is available for siblings registered in either a 2 or 3 half day program.

A late fee of up to \$30 will be billed if tuition is received after the 7th of the month. Children may not attend school if tuition is in arrears after the **15th of the month.** Non-payment of tuition is cause for immediate disenrollment from our program. Past due balances must be paid within 30 days or the account will be referred to Collections. The collection agency has advised us that additional costs of **40 %** may be added to any claim to cover collection fees and court costs. **Returned Checks** will be assessed a service fee of **\$25.00**, and must be replaced with **cash** or money order within 7 days. Future payments must be made in cash or credit card.

BILLING:

Schedule changes must be in **writing on our form, with a 2 week notice.** A service fee of \$10 will be billed.

Occasional prearranged hourly care is **\$8.00 per hour** or any portion of an hour payable when used. Parents adding Before or After school hourly childcare or the Lunch Hour to the monthly tuition save 10% on the hourly rate.

Prearranged child care during the week of Spring Break or any of the Early Learning Calendar child care days when Toms River Schools are closed may be added to the monthly tuition bill.

Late pick-up fees of \$10 for each 15 minutes past 5:30 PM or any portion of the 15 minutes will be billed.

SUMMER PROGRAM:

This begins the Monday after the school year ends and provides the **continuity of care & learning** children need over the summer. Parents must choose a consistent schedule. Tuition is due in June and July. An activity fee is due with the enrollment form. School is closed the last week of August.

EXTENDED SICKNESS POLICY:

Parents pay 50% of the tuition each month to retain the child's class placement.

Our school expense and teacher salaries are entirely supported by parent tuition and fund raisers during the school year. The fall fundraiser supports Professional Development for our Teaching Staff including first aid and CPR certification. A spring fundraiser supports replacement of equipment. Our goal is to provide a clean, inviting environment with staff that are current in Early Childhood practice.