

# Children's Montessori School

## Financial Policies

### Tuition Payment Options:

- **Annual:** Full Tuition payment with
  - 5% discount if paid by MAY 1<sup>st</sup>
  - 2.5% discount after May 1st
- **Semi-Annual:**
  - Two Equal tuition payments: May 1/December 1
  - 2.5% discount if paid by May 1<sup>st</sup>
  - 1.25% discount after May 1st
- **Monthly Installment Payments:**

10 Equal tuition installment payments (August – May) paid through Tuition Express. *Tuition Express* automated tuition process is the only accepted monthly tuition payment option for Children's Montessori School. ***Personal checks will not be accepted.*** Tuition is processed from your checking or savings account on the last business day of the month for the following months' tuition. (E.g. July 31<sup>st</sup> August tuition is processed) Credit/Debit cards are not accepted. A \$50.00 fee is assessed for returned payments due to insufficient funds.

**Program fees are based on days of attendance for the academic school year.**

**There are no credits, refunds or makeup days for holidays, absences, illnesses or breaks in attendance.**

A 5% sibling discount is applied for the second child if both children attend full time.

### Account Status:

An account that is overdue will result in the student being withdrawn from school until the past due amount plus any returned payment fees are paid.

### Tuition Contract:

An annual **Tuition Contract** is required to be **read and signed** by parent/guardian **before** child is admitted to Children's Montessori School. Early release from the Tuition Contract **requires a thirty day written cancellation notice and if paying monthly installments, an additional monthly installment payment.**

**Annual/Semi-Annual payments will not be refunded for early cancellation.**

### Non-Refundable Fees:

Registration fee is due upon enrollment.

Annual Registration Fee: \$300.00

Change of Program Fee: \$150.00 per change from enrolled status (program reductions)

Annual Tuition Payment

Semi- Annual Tuition Payment

