



2021-2022 Tuition Agreement

Keep this document for your records

All accounts must be paid in full by the first by **April 15, 2022**.

Invoices will be emailed approximately 3 weeks in advance of due date. A **\$15 late fee** will be enforced if you do not pay the tuition by the due date. The late fee becomes part of the tuition due and is expected to be paid. See the table on the next page for the specific due dates and amount

I further understand that if I need to make any alternate payment arrangements at any time during the year, it is necessary to contact Sherry Trerise, Accounts Receivable Specialist, directly to work out arrangements at sherrytrerise@sharethehope.org, or at 723-4673 x142.

A 30-day written notice is required if you need to withdraw your child for any non-medical reason. No refunds will be given for non-medical withdrawals with less than 30-days' notice. If a refund is owed, you will receive it within 4-6 weeks. Please email SherryTrerise@sharethehope.org and copy in KellyBrand@sharethehope.org with any address changes.

If an account goes more than 30 days in arrears without any communication from the person(s) responsible, it will be necessary for us to **suspend** your child's attendance (without financial credit), including field trips and you will not be entitled to the early bird special until the billing matter is handled. In addition, any account that has an excess balance \$15 or less at the end of the billing period will be forfeited.

Please return this completed form to the Children's Ministry Office.

By signing below, I am acknowledging that I have read the tuition agreement and that I am ultimately responsible for payment of tuition for the student(s) listed below.

All billing correspondence and phone calls, if needed, can be directed to me at the email address and phone number listed as my primary email on the registration form. I give permission for Hope Christian Preschool to leave billing information on my voice mail.

 HOPE Christian Preschool			Payment Schedule 2021-2022				
Class	Annual Tuition	Deposit to hold placement	Payments				
			1st Payment Due 08/15/2021	2nd Payment Due 10/15/2021	3rd Payment Due 12/15/2021	4th Payment Due 2/15/2022	5th Payment Due 4/15/2022 *
4 yr old (5 day)	\$1,955	\$75	\$391.00	\$391.00	\$391.00	\$391.00	\$316.00
4 yr old (3 day)	\$1,425	\$75	\$285.00	\$285.00	\$285.00	\$285.00	\$210.00
3 yr old (3 day)	\$1,425	\$75	\$285.00	\$285.00	\$285.00	\$285.00	\$210.00
3 yr old (2 day)	\$1,085	\$75	\$217.00	\$217.00	\$217.00	\$217.00	\$142.00
2 yr old (3 day)	\$1,365	\$75	\$273	\$273	\$273	\$273	\$198
2 yr old (2 day)	\$1,030	\$75	\$206	\$206	\$206	\$206	\$131

* 5th Payment is the payment less the \$75 deposit