



ST. ANDREW'S EPISCOPAL PRESCHOOL

6509 SYDENSTRICKER ROAD † BURKE, VA 22015

Tuition Agreement 2017-2018

I understand that when a child is accepted into St. Andrew's Preschool, plans are made and materials are purchased for the entire year. I agree, therefore to pay the total annual tuition divided into nine EQUAL payments of \$_____. I understand that the monthly tuition payment remains the same regardless of absences, holidays and vacations.

2017-2018 Tuition Rates

Two-day class: \$220.00

Three-day class: \$302.00

Five-day class: \$445.00

(Revised 01/2017)

I understand that prepayment for the May 2018 tuition is due by June 1, 2017. If registration occurs after June 1, 2017 the prepayment for May 2018 is due within two weeks of registration. September tuition is due the first day of school, and all remaining payments, October through April, are due by the fifth day of the month. A fee of \$20.00 will be charged for tuition received after the 5th day. If payment is more than 30 days past due, my child may be withdrawn from the program.

I understand that, as stated in the Parent Handbook, if the bank returns my payment due to insufficient funds, I will be required to resubmit payment PLUS a fee of \$30.00 to cover bank fees charged to the preschool.

Procedures for withdrawing my child:

- Prior to September 1st: Written notification must be submitted to the Director by August 1, 2017 in order to receive a refund of the prepaid May 2018 tuition.
- During the school year: Written notification must be submitted to the Director 30 days prior to withdrawal in order to receive a refund of the prepaid May 2018 tuition.
- After February 1, 2018: No refunds of the May 2018 tuition will be given after this date.

Failure to abide by the above procedures will result in forfeiture of the prepaid May 2018 tuition.

I understand that compliance with the above provisions shall relieve me from liability for tuition charges for the remainder of the school year. No other adjustments in tuition may be made unless waived or adjusted by the Board of Directors.

I further understand that the \$165.00 registration fee is non-refundable regardless of withdrawal circumstances.

Child's Name (printed): _____

Parent's Name (printed): _____

(Signature)

(Date)