

Anne Sullivan Preschool and Transitional Kindergarten
21776 Palomar Street
Wildomar, California 92595
(951) 678-3557 /// Lic.#: 033901543

TUITION POLICIES

I understand and agree to the following school policies regarding the payment of my child's tuition.

Tuition must be paid in advance—weekly, bi-weekly, or in 4 or 5 week periods. An invoice is issued at the beginning of each month for payment due for that month. Regardless of payment schedule, tuition rates are calculated by the week.

If the tuition payment is not paid by Thursday morning, a \$15.00 late fee will be charged.

If the account is not brought up to date by the second week, the child will not be admitted to the school until the account is brought up to date.

Tuition is payable for the following legal holidays, should they fall on the days a child attends school:

LEGAL HOLIDAYS (*Tuition Due*):

- Labor Day
- Veterans' Day (Observed)
- Thanksgiving, Thursday + Friday
- Christmas Eve + Christmas Day
- New Year's Day
- Martin Luther King, Jr. Day
- Presidents' Day
- Easter Thursday and Friday
- Memorial Day
- Juneteenth

Tuition is paid for all absences. An exception is absences due to illness. One week of tuition will be credited after: 15 absences within one school year for children who come 5 days a week; 12 absences within one school year for children who come 4 days a week; 9 absences within one school year for children who come 3 days a week; 6 absences within school year for children who come 2 days a week.

I understand and agree to the above policies_____

TUITION POLICIES *continued*

One week's tuition is charged as a deposit before a child starts in the school. This deposit will be held until the child leaves the school; at which time it will apply to his/her final week of tuition.

An annual registration fee is charged at admission time and when your child starts a new school year.

Apart from holidays listed above, Anne Sullivan Preschool School and Transitional Kindergarten closes for the following vacation periods: **No tuition charged.** *Specific dates to be provided.*

- *Winter break:* 2 weeks at the end of December and beginning of the year (except holidays).
- *Spring break:* 1 week
- *May Teachers' conference:* 1 week in May
- *Summer break:* 3 weeks
- **The Wednesday** before Thanksgiving

A two-week notice needs to be given before withdrawing a child from the school. If this notice is not given, tuition will be charged for those two weeks.

Each child receives 1 week of vacation during any school year (from August to the end of June). No tuition will be charged for that week. Parents may use it any time during the year, but it must be taken as consecutive days, not individual days. Parents are asked to inform the staff and office of their vacation plans.

I agree to pay Anne Sullivan Preschool the Tuition that corresponds to the days my child would be attending school.

The monthly statements are sent electronically please give email address:

Name of Child _____ **Date** _____

I understand and agree to the above policies: _____