



Calvary Early Learning Center
 4725 Old William Penn Highway
 Murrysville, PA 15668
 724-327-2898

TUITION POLICY AND PARENTS' AGREEMENT OF SUPPORT

The undersigned parents agree to pay a total of \$_____ for the 2018-2019 school year in Nine (9) equal monthly payments beginning on or before the close of business on **September 1st**.

- Tuition payments are **due on or before close of business on the 1st calendar day of each month**. Tuition is paid on a **9-month schedule from September through May**, with payments beginning the month the school year starts and ending 1 month before the school year ends.
- Checks are to be made payable to **Calvary Early Learning Center** and dropped off in the school office or mailed directly to CELC; 4725 Old William Penn Highway, Murrysville, PA 15668.
- Checks returned for insufficient funds will be assessed a penalty of \$15, in addition to any fees imposed by the issuing bank.
- **A \$10 late fee will be assessed for any payment received after close of business on the 5th calendar day of the month. Late fees will accumulate monthly at \$10 each month until payment is received.**
- Children will not be able to attend class if a tuition payment is not made by the 10th calendar day of the month until the past due amount (including the \$10 penalty) has been paid.
- Staff members who work more than 20 hours per week will not pay tuition for their children to attend class.
- Any child from a clergyman's family will receive a 20% discount on the cost of tuition.
- Parents receive a 3% discount on the cost of tuition if the total year's tuition is paid in full by the 15th calendar day of August.
- Families with more than one child attending the school will receive a 20% discount on the tuition cost for the second (third or fourth) child.
- **Parents are encouraged to make every effort to pay tuition on time.** For circumstances requiring special consideration, parents can speak with the Administrator in confidence. The Administrator will make every reasonable effort to reach an agreement that is in the best interest of all concerned parties.

Our signature indicates that we have read, understand, and agree to the terms as stated above in the Tuition Policy.

 Parent's signature

 Date

 Printed name

 Parent's signature

 Date

 Printed name

PARENTS ARE TO SIGN 2 COPIES – 1 FOR THE SCHOOL & 1 FOR THEIR RECORDS



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