

# Tuition Policy

- Tuition is due on the 1<sup>st</sup> or the 1<sup>st</sup> and 15<sup>th</sup> of the month. Tuition is considered late after the 15<sup>th</sup> of the month.
- I understand that my failure to pay Bright Beginners by closing on the due date will result in a \$25 per day penalty.
- I understand that if my tuition is not resolved my child may be dismissed from Bright Beginners Preschool.
- I understand that a late pick up fee will be assessed if my part time child is picked up after 3:00 or my full time child is picked up after 6:15. Late pick up charges will be added at \$1 per minute per child.
- I understand that an unscheduled early arrival fee will be assessed for part time children dropped off before 9:00.
- I understand that I can request my child to attend an extra day at the cost of \$40 per day for preschoolers and \$45 per day for infants. Arrangements have to be made with the Director in advance.
- I understand that I can request my part time student to stay at school after 3:00 for the rate of \$14 per hour, I will be charged in 1 hour increments and will have previously made these arrangements with the Director.
- I understand that I need to give the Director notification if my child's enrollment schedule needs to change and that the new schedule may not be immediately available.

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## Electronic Payments

Electronic payments can be set up through our website. Please go to [www.stlhouston.org](http://www.stlhouston.org) and click the Bright Beginners icon and then click the "Pay Online" button.

- Electronic payments are set up through you and completely controlled by you. If your monthly tuition amount were to change the office is NOT responsible for adjusting your payment. All changes will need to be made by you through your account.

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I have reviewed the Tuition Policy and agree to the following procedures.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Relationship \_\_\_\_\_