

**St. John's Lutheran Church Early Childhood Center**  
**Financial Policy Statement**  
**2024/2025 School Year**

This is a statement concerning the Financial Policy of St. John's Lutheran Church Early Childhood Center.

Please read and sign this form and return it to the School Administrative Center together with your Registration Form, New Authorization Form (even if you already have one on file) and Registration Fee (for current students, your registration fees will be withdrawn from your authorized account). Should you have any questions, please contact Ms. Deborah Stanczuk, the School's Director, or Ms. Bernadette Murray, the School's Assistant to the Director.

Tuition is calculated at an annual rate and for your convenience is divided into **ten** equal monthly payments as follows:

**Two-Year Old Program:**

*Two Day Morning Program, Tuesday/Thursday*  
\$2,800 Annual Tuition/ \$280 per payment (10 payments)  
*Three Day Morning Program, Monday/Wednesday/Friday*  
\$4,150 Annual Tuition/ \$415 per payment (10 payments)  
*Five Day Morning Program, Monday – Friday*  
\$5,500 Annual Tuition/ \$550 per payment (10 payments)

**Three-Year Old Program:**

*Four Day Morning Program, Monday – Thursday*  
\$5,250 Annual Tuition/ \$525 per payment (10 payments)  
*Five Day Morning Program, Monday – Friday*  
\$6,250 Annual Tuition/ \$625 per payment (10 payments)

We offer a 5% Sibling Discount and a 5% Discount for Paying Entire Annual Tuition by 9/1/24.

Tuition payments are electronically withdrawn on the 1<sup>st</sup> or 15<sup>th</sup> as follows:

<i>Payment #1 July 1, 2024</i>	<i>Payment #6 January 1<sup>st</sup> or 15<sup>th</sup> 2025</i>
<i>Payment #2 September 1<sup>st</sup> or 15<sup>th</sup> 2024</i>	<i>Payment #7 February 1<sup>st</sup> or 15<sup>th</sup> 2025</i>
<i>Payment #3 October 1<sup>st</sup> or 15<sup>th</sup> 2024</i>	<i>Payment #8 March 1<sup>st</sup> or 15<sup>th</sup> 2025</i>
<i>Payment #4 November 1<sup>st</sup> or 15<sup>th</sup> 2024</i>	<i>Payment #9 April 1<sup>st</sup> or 15<sup>th</sup> 2025</i>
<i>Payment #5 December 1<sup>st</sup> or 15<sup>th</sup> 2024</i>	<i>Payment #10 May 1<sup>st</sup> or 15<sup>th</sup> 2025</i>

There will be \$25 service fee if there are insufficient funds available when the electronic withdrawal is made.

In the event your child is absent from school, for any reason, tuition payments are still required as listed in the above schedule since school expenses continue during your child's absence. You are free, of course, to withdraw your child at any time.

If your child enters school after the school year begins, at the time of enrollment you must pay the non-refundable \$150 Registration Fee, Tuition Payment #1 and the Tuition Payment due the first of the month of entry.

Subsequent Tuition Payments are due according to the above schedule. If you withdraw your child during the school year, all Tuition Payments due through and including the first day of the month of withdrawal must be paid.

If school is closed due to circumstances beyond our control, parents are responsible for the entire tuition payment for the month in which school is closed. After the first month that school is closed, subsequent tuition payments will be suspended until school reopens. Parents will be given the choice to join our Live Remote Learning Platform, for a monthly fee of \$125.

Amendments to this Financial Policy must be submitted in writing.

It is understood that St. John's Early Childhood Center reserves the right to terminate this agreement at any time if these financial obligations are not met.

I have read and accept this Financial Policy Statement.

Please Print Your Full Name: \_\_\_\_\_

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

Revised 01/12/24