

COMMUNITY CONGREGATIONAL PRESCHOOL

BUSINESS AGREEMENT 2022-23

REGISTRATION FEE: A \$85.00 non-refundable registration fee is required to reserve enrollment for your child (\$110.00 per family of 2 or more.)

TUITION: All tuition is payable in advance. July's tuition will be due on the first day of school and all succeeding payments are due on the first of each month. Community Congregational Preschool follows the Chula Vista & Sweetwater public school calendar in regards to holiday periods, (e.g. Christmas and Easter breaks) and tuition will remain the same even though there may be fewer school days during some months.

LATE FEE; of \$20.00 assessed for tuition, which is not paid by the 10th of each month.

Arrangements for extenuating circumstances must be made with the Director.

There will be a fee of \$25.00 imposed for all returned checks.

OCCASIONAL LUNCH, MORNING, OR AFTERNOON CARE: For occasional days when your child needs to stay for lunch or if you need extra hours in the morning or afternoon, the rates are:

- Hourly Rate: Early drop off or late pickup \$10.00 per hour
- Early drop off- 8:00 a.m-9:00 a m- \$10.00
- 3 Hour session, Morning or afternoon: \$30.00
- Lunch: (12:00 to 1:00 p.m.) 10.00
- If school provides lunch, add \$3.00
- After School Care from 4:00 p.m. to 5:00 p.m. \$10.00

Hours of operation are 7:30 a.m. to 5:00 p.m. Monday through Friday

PICK UP LATE FEE: All children are to be picked up by the time designated. A late fee of \$10.00 will be charged for the first 15 minutes you are late, after 5:00 pm, \$5.00 will be charged for every 5 minutes. Due the day of being late. Please notify us (if possible) if you are going to be delayed.

REFUNDS: One-half the monthly tuition will be refundable only in the case of illness resulting in 10 or more consecutive days' absence from school. A physician's note may be required. In the case of vacations, when advance notice is given and your child will be out for 10 or more consecutive days of school, one-half the normal tuition will be credited. There will be no refunds during school holidays or vacation periods. When your child is enrolled, we assume it is for the school year, or balance thereof. School costs continue when your child is absent from school, and you may keep his/her space only by continuing payment of tuition.

TERMINATION: If you plan to withdraw your child from school, a two-week written notice is required to avoid a tuition charge.

I have read and agreed to abide by the business agreement.

Date

Signature