

Regulation

PRESCHOOL TUITION FEES

Notification and Contract

- A. The business administrator will notify applicants and post on the district website a statement of preschool tuition fees and a payment schedule in July;
- B. The parent/guardian must complete, sign and return a tuition contract to the business office by August 1st. The child will not be able to attend school until a signed contract is received;
- C. Payment of all fees and tuition must be made in a timely manner. In the event that tuition payments CANNOT be made in a timely manner, parents/guardians must contact the school office at the time payment becomes past due;
- D. Tuition will be paid monthly by the first of the month (August through April) with one (1) check only. A deposit in the amount of one month's tuition will be due July 1st. This deposit will be credited to June's tuition.

Overdue Tuition

- A. There will be a \$25.00 charge for returned checks;
- B. Any and all request for changes in tuition payments, payment intervals, deferments or refunds, must be submitted in writing to the principal prior to the regular payment date;
- C. If payments are 60 calendar days overdue and no equitable arrangements, agreeable to the business administrator, have been made, the child will be denied admittance to the school and a collection agency may be contacted.

Discounts

A sibling discount of 10% discount shall be applied to any additional siblings enrolled after full tuition for the first sibling. Siblings must be attending the preschool in the same year to receive the sibling discount.

Adopted:	July 22, 2014
NJSBA review/Update:	October 2016
Adopted:	January 24, 2017