2019-2020 Prekindergarten Registration, Tuition & Refund Policy

Overview of Programs

- Prekindergarten programs begin early September 2019 and continue through late May 2020.

- Two Half Days – **must be at least 3 years old on or before Sept. 1, 2019**
  - Program hours: Tuesday and Thursday, 8:30 a.m. to 11:30 a.m.

- Three Half Days – **must be at least 4 years old on or before Sept. 1, 2019**
  - Program hours: Monday, Wednesday and Friday **8:15 a.m. to 11:15 a.m. half day**

- Three Full Days - **must be at least 4 years old on or before Sept. 1, 2019**
  - Program hours: Monday, Wednesday and Friday **8:15 a.m. to 3:15 p.m. full day**

- Five Day Program (4 & 5 year olds) – **must be at least 4 years old on or before June. 1, 2019**
  - Program hours: Class meets 5 days a week, Monday through Friday
    - Option A **8:15-11:15 half day every day**
      - Morning will consist of academics geared towards kindergarten readiness
    - Option B **8:15-3:15 full day every day**
      - Morning will consist of academics geared towards kindergarten readiness
      - Afternoon will consist of lunch – recess- nap time and enrichment activities

Tuition Rates

<table>
<thead>
<tr>
<th>Annual Tuition (per Child)</th>
<th>Registration Fee (per Family)</th>
<th>Tuition</th>
<th>Monthly Payment x 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two Half Days AM</td>
<td>$100.00</td>
<td>$1,100.00</td>
<td>$122.23</td>
</tr>
<tr>
<td>Three Half Days AM</td>
<td>$100.00</td>
<td>$1,650.00</td>
<td>$183.34</td>
</tr>
<tr>
<td>Three Full Days</td>
<td>$100.00</td>
<td>$3,300.00</td>
<td>$366.67</td>
</tr>
<tr>
<td>Five Half Days AM</td>
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<td>$330.00</td>
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<tr>
<td>Five Full Days</td>
<td>$100.00</td>
<td>$3,712.00</td>
<td>$412.45</td>
</tr>
</tbody>
</table>

Registration

- Registration begins February 1, 2019. Return completed forms to the School Office.
- Registration Fee is on a per family basis and is due at registration.
- Registration Fee is non-refundable and does not apply to tuition.
Tuition Payment

- Payment of tuition will be handled through the FACTS PROGRAM.
- All families will enroll with the FACTS PROGRAM and pay the applicable fees based on the payment plan selected through FACTS.
  Payment in full = $0 FACTS fee
  Nine monthly payments: August – April = $45 FACTS fee
- Late registrations will be required to enroll with FACTS as soon as possible and complete tuition payments by no later than April 2020.

No Other Fees

There are no other school-wide fees.
(Activities, field trips, class trips, etc. are voluntary or class-specific.)

Collections and Refund Policy

We strongly encourage families to discuss any financial concerns with the school administrator. Statements will be issued monthly to delinquent accounts or upon request to the School office.

Tuition accounts must be current for families to register for the following school year unless prior arrangements have been made with the school administrator.

Delinquent accounts are subject to one or more of the following:

- Assessing a late fee/fee for insufficient funds (30 thru FACTS).
- Withholding of student Report Cards or Progress Reports.
- Withholding student from school or class participation, sports or other school activities.
- Withholding of transcripts of year-end student records.
- Use of a collection agency as may be necessary.

Withdrawal of students prior to the end of the academic year does not cancel the obligation to pay the tuition commitment made at the time of registration and agreed upon by signing the Tuition Contract. Any such withdrawal will result in a refund only if payments have exceeded the tuition due at the time of withdrawal.

Contact Information

To discuss these rates and policies or any other related matters, please contact the School Office or the Parish Office as follows:

Mrs. Rachel Damuth, Principal
313 533-7149

Fr. Socorro Fernandes, SAC Pastor
313 532-4394

Parish Office Address
Saint Valentine Parish
25881 Dow
Redford, MI 48239