

## Sunrise Preschool Tuition Payment Agreement 2022-2023

*Revised: 3/4/2022*

I, the undersigned parent/guardian, do hereby acknowledge that I have read and understand the following terms and conditions regarding the payment of tuition to Sunrise Preschool.

1. The registration fee is non-refundable and includes an insurance fee.  
    2 day class \$100.00  
    3 day class \$100.00
2. Tuition is due on the first of every month.  
    2 day class \$200.00  
    3 day class \$260.00
3. A late fee of \$10.00 may be assessed for tuition that is paid after the 10<sup>th</sup> of the month. (Special payment arrangements must be made in advance with the Treasurer.)
4. The first and last month's tuition is due before the first day of school. September tuition is to be paid by May 1 or at the time of registering for those who register after May 1. May tuition is to be paid in September or at the time of registering for those who register after September 1.
5. A fee of \$15 per background check is due by May 1 or at the time of registering for those who register after May 1. Background checks must be completed for any adult volunteering at Sunrise Preschool and do not transfer from other schools or organizations.
6. The last month's tuition is refundable only if ALL of the following are met.
  - The child is withdrawn prior to January 1. No refunds will be issued after January 1.
  - The Preschool is given written notice before the 15<sup>th</sup> of the withdrawal month.
  - The child's space has been filled before the withdrawal.
7. Tuition for September is only refundable with written notice prior to July 1.
8. If a parent/guardian fails to fulfill any of this tuition payment agreement or the Sunrise Preschool Bylaws, the Board has the authority to expel the student from the Preschool. A 10-day notice will be presented to the parent/guardian regarding the termination.
9. I have read and understand the Sunrise Preschool Bylaws.

The teachers and the members of the Board of Directors of Sunrise Preschool welcome you and your child to our school and are confident that your child will have a very positive preschool experience. If you have any questions regarding the above conditions, please contact the Treasurer for further assistance.

Printed Name: \_\_\_\_\_

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

Child Name: \_\_\_\_\_ Date: \_\_\_\_\_