

Covered Bridge Montessori School Tuition Rates and Worksheet 2011-2012 School Year

The following form is provided to help calculate your family's school year tuition payment. Payment and frequency will vary depending upon plan selected. Please return this form to the school along with your application or registration papers. The information provided will be used to prepare the Financial Contract. Rates quoted are per child.

School Day Tuition

School Day Program 8:30 a.m. - 3:00 p.m.	School Year Tuition 180 school days	#1 1 Pay Plan rate includes 4.5% discount (due June 1)	#2 2 Pay Plan rate includes 1.5% discount (Aug 11 & Jan 4)	#10 10 Pay Plan *due 1st day of each month, August – May	#12 12 Pay Plan *due 1st day of each month, June – May	Reg. Fee Early Bird (paid by Feb. 4 th)	Reg. Fee (paid after Feb. 4 th)
Toddler (T) 2 - 3 yr. olds	\$7,250	\$6,923.75	\$3,570.63 /pymt	\$725/pymt	\$770/pymt	\$125	\$200
Early Childhood (EC) 3 - 6 yr. olds	\$6,400	\$6,112.00	\$3,152.00 /pymt	\$640/pymt	\$680/pymt	\$125	\$200
<i>NOTE: 12 Pay Plan is available only to those families enrolling for ALL 2011 summer sessions PLUS the 2011-2012 school year</i>							

Optional Programs

Before School 7:00 a.m. - 8:10 a.m.	\$250	\$238.75	\$123.13 /pymt	\$25/pymt	\$26/pymt
After School 3:00 p.m. - 6:30 p.m.	\$1,670	\$1,594.85	\$822.48/pymt	\$167/pymt	\$176/pymt
Hot Lunch <i>(not subject to discounts)</i>	\$600	\$600.00	\$300.00 /pymt	\$60/pymt	\$63/pymt

Sibling Discount

Second Sibling	\$600	\$600/pymt	\$300/pymt	\$60/pymt	\$65/pymt
Third Sibling	\$900	\$900/pymt	\$450/pymt	\$90/pymt	\$95/pymt

Tuition Calculation Worksheet: (complete in order below)

- Choose payment plan.
- Check optional programs selected - Before School After School Hot Lunch
- List children below
- Fill in rates per the above chart. Include tuition, before school, after school, and/or hot lunch (if needed.)
- Do calculations for 2nd and 3rd students (if applicable.)
- Add to determine total family tuition payment (based on chosen plan.)

Parent's Name: _____

Payment Plan Chosen: _____

Program Level (circle one)	Student Name		Per Payment Rate Based on Plan <i>(include before-school, after-school and lunch fees if needed)</i>	Sibling Discount <i>(subtract if applicable)</i>	Calculate
T EC		1 st student		No Discount	
T EC		2 nd student		-	+
T EC		3 rd student		-	+
Total Family Tuition Payment					=

Tuition payments are based upon a full academic school year. Tuition payments are considered installments on the annual tuition and remain constant regardless of the number of monthly contact days.

See other side for important financial information!

Other Fees:

Application Fee: There is a one-time application fee of \$100 for all new students payable at the time the application is submitted. The application fee is **non-refundable, non-transferable, and is not subject to discount.**

Registration Fee (per School Year): This annual per child fee is due at the time of registration or acceptance and holds a place for the student. This fee sets up the student's permanent record and covers a speech, language, and hearing screening. The registration fee is **non-refundable, non-transferable and is not subject to discount.** Returning families re-registering by February 4, 2011 pay a discounted school year registration fee.

Registration Fee (Summer Program): A separate summer registration fee is paid per child for each session the child is enrolled. Summer session rates are based upon the number of days in the specific session. The summer registration fee is waived for any child pre-enrolling in the 12-month full summer and school year programs. The summer registration fee is **non-refundable and non-transferable.** This fee reserves a place for your child and helps us secure appropriate and adequate staffing.

Tuition Payment: Tuition is based on a 180-day school year, payable in 10 equal installments due the first of each month beginning in August. Discounted full-year and half-year payment options are available. A 10-day delinquent account could result in immediate dismissal from the program. Credits are not issued for absences due to illness, vacation, bad weather closings or any emergency closure deemed appropriate or necessary by management to ensure the well-being and/or safety of the students and/or staff. As long as a place is held for your child, full payment is required.

Withdrawal: A one-month (30-day) written notice of withdrawal from the program is required. Any tuition payment due during that 30-day period must be paid in full.

Hot Lunch Program: A hot lunch is offered for an additional fee. The lunch program costs \$600.00 per school year and menus are provided at the beginning of each month. Lunch can be purchased on a daily basis for \$4.00 a day. Do not send money for lunches to school with your child; you will be billed for daily lunches. Student lunches brought from home are required to meet federally mandated minimum nutritional standards. Standards are outlined in the Parent Handbook. There is a \$1.00 per item charge for supplementing any lunch that fails to meet minimum requirements.

Before School Program/Early Drop Off: There are additional fees for the before school program. Before school hours are from 7:00 a.m. - 8:10 a.m. Children must be pre-registered to take advantage of this program. An occasional before school stay must be approved in advance and may be granted in compliance to teacher/pupil ratios. If your child is not registered for the before school program and is dropped off prior to 8:10 a.m., you will be charged a \$5.00 fee per child for each early drop off occurrence.

After School Programs: There are additional fees for the after school programs. After school hours are from 3:00 p.m. - 6:30 p.m. Children must be pre-registered to take advantage of this program. An occasional after school stay must be approved in advance and may be granted in compliance to teacher/pupil ratios. A daily fee of \$20.00 per child is charged regardless of the amount of time spent in the program.

Late Pick-up: Parents of students not enrolled in the After School program are allowed a 10-minute grace period beyond the 3:00 p.m. pick-up time. A \$20.00 fee per occurrence will be charged for each student picked up after 3:10 p.m., regardless of length of stay. **Any student picked up after 6:30 p.m. will be charged a \$30.00 fee for each 15 minutes or fraction thereof. More than two late pick-ups after 6:30 p.m. may result in dismissal from the After-School program.**

Late Tuition Payment Fee: Tuition is due the first of each month. A \$35.00 fee will be added to tuition payments made after the fifth. Any account not paid by the tenth of the month could result in immediate dismissal from the program. An Automatic Credit Card Payment program is available, eliminating the risk of delinquency fees. Authorization forms are available at the school office.

Returned Check Fee: A fee will be charged for each check that does not clear the bank. The bank will automatically attempt to re-deposit the check up to two times directly charging your account \$30.00 per attempt. Since the bank handles the re-deposit process, these fees cannot be waived or changed. If the check has not cleared after the bank's second attempt, the check will be returned to the school and a \$35.00 late payment fee will be added to your school bill. From that point forward, all payments must be paid by cash or credit card.

Extra Curricular Classes: All extracurricular classes held on campus are scheduled after 3:00 p.m. The costs of these classes are additional and payable directly to the company or individual providing the classes. CBMS is not responsible for this fee collection. There is no after school charge for a child on the day that he/she participates in an extra curricular activity provided their activity start time is scheduled no later than 3:15 p.m., and they are picked up immediately following the extra curricular program. Late pickup fees will be applied for any student not picked up within ten minutes of the program's end time (e.g., program ends at 4:00 p.m. – parent is billed starting at 4:10 p.m.). Students scheduled for extra-curricular sessions beginning after 3:15 p.m. may remain at school, but will be charged the \$20.00 after school daily fee. Siblings of extra curricular participants remaining after 3:00 p.m. are required to pay the standard daily after school fee. Unless specifically stated, extracurricular programs held at the school are available only to children currently enrolled in Covered Bridge Montessori School.

Important: All tuitions, fees, and policies are subject to annual review and adjustment.