IMPORTANT MESSAGE TO PARENTS REGARDING CHRIST CHURCH PRESCHOOL TUITION PAYMENTS FOR SCHOOL YEAR 2023/2024

OUR ANNUAL RATES FOR 2023/2024

Preschool

Great Start Class: \$1170
Three Year Old Class: \$1305
Four Year Old Class: \$1485

Amounts will be pro-rated for students enrolling after October 1st

Payments start in <u>JUNE</u> for classes beginning in September. Payment Options: (Choose one below)

- One Lump Sum Payment due by June 10th- allowable discount of 5% when paid on time
- 3 Payments annual tuition may be divided into 3 equal payments due on June 10th, October 10th, and January 10th allowable discount of 5% when paid on time
- 9 Payments annual tuition may be divided into 9 equal payments due on June 10, July 10, Aug. 10, Sep. 10, Oct. 10, Nov. 10, Dec. 10, Jan. 10, Feb. 10.

The first tuition payment **MUST** be received no later than June 10th in order to ensure placement in class. Please return the bottom portion of this letter with your first payment. Thereafter, please use the coupons on Page Two of this letter as your reminders and remittance of tuition payments. If your plans have changed and your child will not be attending Christ Church Preschool, we ask that you let us know as soon as possible (412-364-7685). We have students on waiting lists.

As shown above, if you choose the multiple payments option, checks must be received by the 10th of the month. Late payments after the 10th of the month are subject to a \$10 late fee. If payment is still not made by the end of the month due, the student will not be able to participate in classes until tuition is brought up to date. Future enrollment for any student from a family that has outstanding tuition will not be allowed.

Our Registration Fee is <u>not</u> refundable. In order for any tuition refunds, we require a 2-week written advance notice of student withdrawal. Only full month tuition refunds will be made; no partial month refunds are allowed.

Please return this portion with your first tuition payment to: (Checks to be made out to Christ Church Preschool)

Jan Krotine, Preschool Treasurer 107 Colwyn Drive Pittsburgh, PA 15237

REMITTANCE COUPONS FOR MULTIPLE TUITION PAYMENTS

Our tuition is an <u>annual</u> fee covering classes starting in September and ending in May. For the convenience of families, we allow the annual tuition to be broken down into 3 equal payments or **9 equal** payments <u>regardless</u> of the number of classes per month. All payments, no matter the plan you chose, must start in June, prior to classes beginning in September. If payments are not made in June, the child's space will not be held but will be open to any students on a waiting list.

> Checks to be made out to CHRIST CHURCH PRESCHOOL Send to: JAN KROTINE, Preschool Treasurer 107 Colwyn Drive, Pittsburgh, PA 15237

Cut out monthly coupons — Continue with Payment #2 at bottom of page	
PAYMENT #8 (Due by 10 th of Month) Student's Name	PAYMENT #9 (Due by 10 th of Month) Student's Name
Amount:	Amount:
PAYMENT #6 (Due by 10 th of Month)	PAYMENT #7 (Due by 10 th of Month)
Student's Name	Student's Name
Amount:	Amount:
PAYMENT #4 (Due by 10 th of Month)	PAYMENT #5 (Due by 10 th of Month)
Student's Name	Student's Name
Amount:	Amount:
PAYMENT #2 (Due by 10 th of Month)	PAYMENT #3 (Due by 10 th of Month)
Student's Name	Student's Name
Amount:	Amount: