



Presbyterian Community Preschool

1303 Royal Heights Road
 Belleville, IL 62223
 618.233.4809
 www.firstunitedpreschool.org

Tuition and Tuition Policy Statement for 2022-2023

Registration Fee: Returning Families	\$40 through March 11; \$60 after March 11
Registration Fee: New Families	\$60
Yearly Tuition	\$1,530
Supply Fee	\$35 (due August 1)

1. The Registration Fee is due at time of registration.
2. Tuition is not refundable due to your child’s illness, vacation, a move, or a situation beyond the Preschool’s control. Tuition is not transferable to another student.
3. You may choose from the options below to make your tuition payments.

OPTION 1: In Full

Tuition may be paid **in full** for the entire amount of \$1,530. Your payment is due on August 1. Do not pay in advance if there is any chance you will be moving as tuition is not refundable or transferable.

OPTION 2: Two Payments

Tuition may be paid in two payments: \$765 due on August 1, and \$765 due on January 1.

OPTION 3: Equal amounts divided over 9 months

Payment is divided into nine (9) installments of \$170 each. Your first payment is due on August 1. Each subsequent payment is due on the 1st of each month, continuing for eight (8) consecutive months through April 1. **You will not be paying by the month; you will be paying in 9 equal installments.**

4. If you pay by check in person or by mail, make checks payable to **Presbyterian Community Preschool**.
5. Monthly tuition payments may also be set up at your bank through on-line banking. Set up Pay Bills payable to Presbyterian Community Preschool, 1303 Royal Heights Rd., Belleville, IL 62223, and use the payment date as the first of each month August through April.
6. **If your child’s tuition is not paid by the 5th of the month, an additional \$35 late fee will be added.**
7. If you are more than one month late in paying your child’s tuition, your child **will not** be permitted back in the class until tuition is paid in full.
8. If the Preschool Board incurs an Insufficient Funds Fee, this fee shall be charged to the family.

This form must be signed & returned with your child’s registration form.

I have read this policy and accept it.

Signature _____ Printed name _____

Printed student’s name _____ Date _____