

Summer 2011 Financial Policies & Procedures

Session 1: June 27 – July 29
Session 2: August 1– August 26

TUITION AND FEES

Pre-School & Elementary

	Non-Evangel Member Monthly	Evangel Member Monthly
First Child	\$425.00	\$395.00
Second Child or more (each child)	\$405.00	\$375.00

PAYMENT SCHEDULE

<u>Tuition Payment for each Session:</u>	<u>Last day to pay before late fee:</u>	<u>Late fee Assessed on or after:</u>
Session 1 (6/27 - 7/29) June 20 th	June 24 th	July 25 th
Session 2 (8/2 - 8/27) July 18 th	July 22 nd	July 23 rd

<u>REGISTRATION FEE PER SESSION:</u>	<u>NON-REFUNDABLE (NO EXCEPTIONS)</u>
\$75.00 First Child	
\$50.00 Second Child	
\$35.00 Third Child	

ACTIVITY FEE PER SESSION: (Includes field trips, transportation, curriculum and summer camp T-shirt)

Grade	Both Sessions	Session 1	Session 2
Pre K – 8 th Grade	\$170.00	\$120.00	\$110.00

DHS STUDENTS ONLY: Parents are solely responsible for monthly co-payments and must also pay for any absentee on the part of their child during that month (i.e., co-payment plus absent days are due at the beginning of each month). DHS does not pay for any absentees. We are a private tuition-paid school and must obey all DHS government guidelines.

EARLY REGISTRATION FEE: FREE Registration to current CCA students before April 15, 2010. There is a \$25 discount per family for those who register April 18th – May 27th. Parents must submit a deposit of \$50.00 for the activity fee for each child to receive any discounts.

Parents will pay tuition payments according to the payment schedule. Payments are due on the date stated above. If tuition is late, a \$25.00 late fee will be assessed. Late tuition must be paid by CASH OR MONEY ORDERS only. Late tuition payments will not be accepted without the late fee. The students will not be permitted to attend class until the tuition and late fee have been paid.

If your child is picked up after 6:00 p.m. a late fee will be charged to the parents. The fee will be \$1.00 for every minute you are late. If you or your designated alternates fail to pick up your child and we have not been able to contact anyone on your pick up list or emergency contact form, we will have no alternative but to call the police and/or Department of Human Services. Please keep in mind that it is your responsibility to notify your child's teacher and the school office if your home, work or cell number changes. It is a courtesy to call your child's teacher or the school office as soon as possible if you are going to be late for any reason.