



Preschool & Kindergarten Tuition and Fee Policies:

PAYMENT OPTIONS

Gradelink manages the billing for tuition and most of the student fees for The Growing Tree. Parents will be asked to register each year online. Payments are preferred to be made online at www.gradelink.com. Payments can also be made by check or cash. Please notify the front office if you wish to receive a paper statement each month. Otherwise, all tuition and fees will be billed on the 1st of each month. Three payment options are available:

- Full Annual Payment by September 15th (3% discount applies)
- Semi-annual payments by September 15th and January 15th (2% discount applies)
- Nine (9) month installment plan beginning September 1st through May 15th

FEES

- Registration fee is due at time of application. Registration fees will only be processed for new enrollment if there is an available space.
- Administration and book fees are due with first tuition payment.
- A late fee will be assessed if payment is received after the 10th of the month.
- Delinquencies exceeding 30 days require a consultation with the director.

REFUND POLICY

- All fees listed above are non-refundable.
- Full and Semi-annual tuition payments will be considered for refund under specific circumstances.

EARLY BIRD AND LUNCH BUNCH POLICY

- Lunch bunch and early bird will be calculated on how many days per week your child(ren) attend.
- Monthly rates will be calculated using 4 weeks per month.
- Monthly rates will be charged regardless of student absences.
- School holidays have already been calculated into all program rates and tuition.
- In the case of closings due to inclement weather, lunch bunch and early bird days will be replaced with make-up days. If the number of make-up days does not coincide with the early bird and lunch days, credit will be issued for the paid days.

DISCOUNTS

- Active members of FPC will receive a \$10.00 per child per month discount.
- There is a \$10.00 discount per month if there is more than one child in the program.