



# Tuition Calendar 2013-2014

## FALL SEMESTER

August 2

FIRST TUITION PAYMENT DUE

September 27

SECOND TUITION PAYMENT DUE

October 23

THIRD TUITION PAYMENT DUE

November 20

FOURTH TUITION PAYMENT DUE

December 18

FIFTH TUITION PAYMENT DUE

## SPRING SEMESTER

January 28

SIXTH TUITION PAYMENT DUE

February 24

SEVENTH TUITION PAYMENT DUE

March 20

EIGHTH TUITION PAYMENT DUE

April 23

NINTH TUITION PAYMENT DUE

May 19

TENTH TUITION PAYMENT DUE

# Tuition Agreement

# 2013-2014



STUDENT'S NAME:

STUDENT'S DATE OF BIRTH:

PARENT'S NAME:

HOME PHONE:

WORK PHONE:

CELL PHONE:

PARENT'S NAME:

HOME PHONE:

WORK PHONE:

CELL PHONE:

I / We, the undersigned, herewith enroll my/our child (listed above) for the 2013-2014 school year at Casa Montessori, Inc. school located at 17633 Lassen Street in Northridge, California. I / We have chosen the following program and payment method: (PLEASE SELECT A PROGRAM & PAYMENT METHOD)

<u>Program</u>	<u>One Annual</u>	<u>Two Semester</u>	<u>Ten Installments</u>
• <b>Primary - 5 Full Days</b> (8:30 a.m. - 2:45 p.m.)	<input type="checkbox"/> \$ 8,900	<input type="checkbox"/> \$ 4,450	<input type="checkbox"/> \$ 890
• <b>Primary - 3 Full Days</b> (8:30 a.m. - 2:45 p.m.)	<input type="checkbox"/> \$ 6,300	<input type="checkbox"/> \$ 3,150	<input type="checkbox"/> \$ 630
• <b>Elementary (K-6) 5 Full Days</b> (8:30 a.m. - 3:15 p.m.)	<input type="checkbox"/> \$10,000	<input type="checkbox"/> \$ 5,000	<input type="checkbox"/> \$1,000

I / We understand that this is an annual tuition agreement and agree to pay 's 2013-2014 tuition for the program and payment options selected above.

FATHER'S SIGNATURE:

DATE:

MOTHER'S SIGNATURE:

DATE:

**Please Note:** Tuition Envelopes are enclosed for your convenience. When making a payment, please record your child's name on your check; any third parties paying for your child's tuition should also include the child's name on their check to ensure prompt and accurate posting to your account.

One Annual Payment  
Due Date

August 1st, 2013

Semester (2) Payment  
Due Dates

August 1st, 2013  
January 28th, 2014

Installment Payment Due Dates

August 1st, 2013	January 28th, 2014
September 27th, 2013	February 24th,
October 23rd, 2013	2014March 20th, 2014
November 20th, 2013	April 23rd, 2014
December 18th, 2013	May 19th, 2014

# Tuition Agreement

# 2013-2014



Tuition at Casa Montessori, as at all private schools, is an annual tuition determined by an annual budget and reflects all costs involved in the operation of the school for that year. We work diligently to keep our tuition as reasonable as possible while still maintaining our highest dedication to giving your children the best educational opportunities available.

Realizing that a single annual payment, or even two individual semester payments may be prohibitive for some families, we have developed an installment program that divides the annual tuition into ten (10) installment payments. Our school year consists of 180 days, hence:

$$180 \text{ days} \div 10 \text{ installments} = 1 \text{ payment every 18 days}$$

(excluding holidays and weekends)  
*See payment schedule below*

## Refunds

Installment payments are not determined by the number of days your child is in attendance at school; installment payments are simply an easier way to pay the annual tuition while still allowing us to meet our financial obligations related to annual operating costs. Our faculty members and staff are employed for 10 months and as the State of California strictly limits the number of children per teacher, hiring decisions, class assignments and the annual budget are made accordingly. Tuition due and owing will not be cancelled, nor will tuition paid be refunded should parents withdraw their enrolled child from the school, except as provided below:

- If you are moving out-of-the-area and provide us with a 30-day written notice prior to withdrawal; failure to do so obligates you to pay the full annual tuition.
- If a parent feels there are extenuating circumstances surrounding the withdrawal of their child, they may notify the school office in writing and the Principal may grant a tuition refund if the circumstances are deemed justifiable.
- If a child is dismissed by the school, the tuition balance will be refunded on the child's last day of school.

## Due Dates

All tuition installments are due and payable on the due dates noted below; if payment is not made within ten (10) days following the due date, you will be charged a late fee of \$10.00 and your child will not be enrolled for the following month. To reinstate your child, you must re-register, pay all past due fees and a re-enrollment fee of \$100. **No exceptions will be made.**

## Grace Periods

Checks returned for insufficient funds will be charged an additional fee of \$35.00 and may also be charged a late fee if they are not fully funded before the 10 day grace period expires. Parents paying for a full semester may deduct \$25.00 from the semester tuition fee providing that the full semester payment is paid during the first week of that semester.

## Fees

When making a payment, please record your child's name on your check, any third parties paying for your child should also include your child's name on their check to ensure prompt and accurate posting to your account.

### Fall Semester Installment Payments

August 1st, 2013  
September 27th, 2013  
October 23rd, 2013  
November 20th, 2013  
December 18th, 2013

### Spring Semester Installment Payments

January 28th, 2014  
February 24th, 2014  
March 20th, 2014  
April 23rd, 2014  
May 19th, 2014