



*A Ministry of Suncoast Cathedral*

**Tuition Agreement -  
August 2022 through July 2023**

These policies are in effect for all enrolled students: SPCS Preschool offers the programs listed, commencing. As the responsible party enrolling the below indicated student(s), I have checked the program and payment plan to be effective on that date. I am aware the tuition stated is for automatic payments. If I choose to pay by check, money order or not on automatic withdrawal I know my tuition is increased \$5.00 weekly.

TODDLERS: Monday – Friday, all day care 8:00am-5:00pm at **\$295.00** per week for one child. **(1’s Room)**

TWO’s: Monday – Friday, all day care 8:00am-5:00pm at **\$230.00** per week for one child. **(2’s Room)**

THREE’s: Monday – Friday, all day care 8:00am-5:00pm at **\$230.00** per week for one child. **(3’s Room)**

VPK+ (with extended care): Monday – Friday, Voluntary Pre-K program (9:30-12:30) with extended care, at **\$175.00** per week. Non-instructional weeks, not covered by the VPK program are subject to full tuition at **\$230.00** per week.

VPK ONLY: Monday – Friday, Voluntary Pre-K program (9:30-12:30) instructional days only. Does not include breakfast, lunch, snacks, and summer program.

**\*\*We have one fee that covers registration and activities. Activities include special functions, special chapel lessons and seasonal projects, as well as guest presentations. These activities take place outside of VPK hours, during extended care. Our annual fee is \$175.00 and is non-refundable.\*\*** Sanitation supply Fee of \$25.00 will be billed quarterly starting in September of the new school year.

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**PLEASE INITIAL**

\_\_\_\_\_ All accounts are due every Monday. The “grace period” extends through Tuesday.

Your account is subject to a **\$15.00** late fee on Wednesday morning. In the event tuition is two weeks in arrears and the debt is not paid, your child (ren) will be dismissed.

\_\_\_\_\_ There is no reduction in tuition the few days of the year that the school is closed (see posted schedule). There will be no reduction for absences, an act of God closure such as storms and includes COVID-19 or other communicable disease except for the week of Christmas as the school is closed.

\_\_\_\_\_ Parents continue paying tuition when children are absent for illness, vacation, or holidays. This is to ensure his/her place is held on the attendance roll.

\_\_\_\_\_ There will be a \$15.00 fee for returned checks, credit cards and ACH returns from cards. Following two returned checks, all monies must be paid with money orders including the \$5.00 fee for not being on automatic withdrawal.

\_\_\_\_\_ If your account is continuously delinquent, you may be asked to go on automatic payments or your child may be dismissed. We will notify you in writing and give two (2) weeks' notice with a start date.

\_\_\_\_\_ We reserve the option to dismiss the child (ren) when accounts are delinquent. If your child is dismissed due to a delinquent balance you are responsible to pay the delinquent amount immediately and in full.

The Preschool closes at 5:00 p.m. Overtime will be charged towards tuition at a rate of:

5:01 p.m.-5:10 p.m. ....\$10.00

5:11 p.m.-5:20 p.m. ....\$20.00

5:21 p.m.-5:30 p.m. ....\$30.00

**\*\*\*Any time after 5:30 p.m. overtime will be charged at the rate of \$1.00 per minute.\*\*\***

Continuous tardiness will necessitate our request that the child be withdrawn from the center.

**\*\*\*VPK Only families will be charged the same fee schedule upon late pick up beginning at 12:31 pm\*\*\***

When your child's last name is different than yours, **please put their last name on the check** to ensure proper credit to your account. Checks and money orders are to be made payable to: **SPC Preschool**. It is not necessary to put checks in envelopes. We prefer no cash payments. All payments go into the drop box by the office. Please do not give your payment to the teacher. You may manage your account at [www.myprocare.com](http://www.myprocare.com) by registering with your email address.

\_\_\_\_\_ Please give two weeks' notice in writing when terminating your child's enrollment. Tuition is in force until notification is received. After notice is given, the last week's tuition is due and payable on Monday on the last week of the child's attendance

\_\_\_\_\_ Children are accepted on a 30-day trial basis. We further reserve the option to dismiss a child because of behavior, which disrupts the learning process of the class.

I certify that I have read the above Tuition Agreement for SPC Preschool and understand the policies of all charges and fees stated in this form. I further understand that policy and fee changes may be made by SPC Preschool at any time, but that I will be given a 30-day notification prior to any changes.

\_\_\_\_\_  
(Parent/Responsible Party)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's Name)

**\*Applications are accepted without regard to race, color, or national origin\***

Accreditations: PCLB #C870014 \*  #4562