



## **Tuition Agreement** Student Name \_\_\_\_\_ School Year \_\_\_\_\_

A non-refundable registration fee of \$175 for the school year for all new students, \$150 registration fee for all returning students, and \$125 summer registration fee for all students is required for official enrollment and is due at the time of registration. This fee covers the cost of registration materials, supplies, yearbook, and curricular materials. It also includes the school T-shirt and \$10 Disaster Supply Fee, each payable one-time during preschool.

### **Payment & Discounts**

- Tuition is billed monthly and paid through Authorize.Net.
- Parents may choose payments from August–May or September–June.
- Payments are withdrawn on the 5th or 20th of each month for 10 months. Summer Months are billed separately to account for family vacations.
- A 5% discount is given if full tuition is paid by September 1st.
- Sibling or Church Member discounts: 10% off (only one discount may apply).

### **Attendance & Withdrawal**

- No tuition refunds for illness or vacation.
- Full tuition is due to hold your child's spot.
- A two-week written notice is required to withdraw; otherwise, tuition will accrue.
- A child absent for two consecutive weeks without notice will be dropped.

If your start date is after the first day of the month, the tuition is prorated based on how many days your child actually enrolled in our program. In the event that the preschool closes due to a response to natural disasters or emergencies, there will be no refund given for closed days, nor will tuition be pro-rated. We will follow Department of Social Services Community Care Licensing first, followed by the recommendations of the Superintendent of Torrance Unified School District in response to a Torrance wide situation, and the recommendations of the Superintendent of Los Angeles Unified School District for Los Angeles County wide situations.

Preschool Summer Camp tuition is separate from the school year tuition, to enable and encourage family vacations. Included in each child's permanent file will be this contract between the parents and Ascension Lutheran Preschool stating that the parents agree to abide by the tuition policy as stated above and in the Parent Handbook.

### **Late Fees & Penalties**

- \$30 late payment fee after the 21st unless prior arrangements are made.
- One-month past due may result in exclusion.
- \$30 returned check or declined card fee.
- 2% fee for credit card use (3.75% for Discover/AmEx).



## Tuition Agreement Rates & Policies for 2025-2026 School Year

Classroom Assignments are Based on Birthdates

### Little Lambs Room (Young Twos to Early Threes)

For children born on or after September 2, 2022

Includes potty training and low teacher-to-student ratios.

#### Full Day 7:00 AM-5:30 PM/ Mornings 7:30 AM- 12 PM

5 Days (M-F)	\$1,200 per month	5 Mornings	\$1,000 per month
4 Days	\$1,050 per month	4 Mornings	\$850 per month
3 Days	\$1,000 per month	3 Mornings	\$750 per month

### Preschool Program (Older Threes to Pre-K)

For children born before September 2, 2022

(Ages 3 through kindergarten entry, not to exceed age 6)

#### Full Day 7:00 AM-5:30 PM/ Mornings 7:30 AM- 12 PM

5 Days (M-F)	\$859 per month	5 Mornings	\$689 per month
4 Days	\$749 per month	4 Mornings	\$615 per month
3 Days	\$707 per month	3 Mornings	\$556 per month

**Program Days:** Parents may select which days (M-F) they would like to use for the 3- and 4-day programs (based on availability), but these selections must remain consistent from month to month once chosen. Schedule changes may occur if space permits. Schedule changes require an advanced two-week written notice, and are subject to a \$100 change fee.

**Enrollment Status:** All enrollments are on a temporary basis for the first six weeks. Permanent status is granted after this probationary period, pending favorable reports concerning the child's conduct, willingness to participate and personal cooperation.

**Pro-rated Tuition:** Ascension Lutheran Preschool does not pro-rate tuition. Federal and state holidays, as well as our closures, have been factored into existing tuition rates. We are closed for Christmas break, Easter break, and Summer break in August in addition to federal holidays. Tuition is not pro-rated for family vacations (see Parent Handbook for complete details).

**Late Fees:** A late charge of \$15 for each ten (10) minutes you are late picking up a child will be made. This is a separate charge from your tuition. Parents are requested to pay with cash or check. If payment is not made within one (1) week of receiving the fee, it will be charged to your Authorize.Net account.

I agree to fulfill all financial obligations and comply with the tuition policies and regulations of Ascension Lutheran Preschool.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_