

# Zion Lutheran School & Early Childhood Center

## 2024-2025 Tuition and Fee Schedule

Effective January 2024

### **Registration Fee**

Annual registration fee per child {Non-refundable, non-transferable) \$245.00

### **Materials Fee** \$ 135.00/yr.

Covers consumable curriculum materials used throughout the year. Refundable only if child does not start the program, will not be prorated for early withdrawal.

### **Preschool Program**

Our preschool program runs Monday through Friday with extended care options. The instructor lead portion of the program is from 8:30 am to 12:30 pm **Including lunch** that the parent provides. The options for Extended Care enable your child to attend during the indicated times. There is an additional cost which is listed below for both Jr. & Sr. Programs & our VPK program:

#### **Junior Preschool (2-3 years) Base Tuition:**

8:30 am to 12:30pm	\$165 per week
8:30 am to 3:30 pm	\$240 per week
8:30 am to 6:00 pm	\$250 per week

#### **Senior Preschool (3-5 years) Base Tuition:**

8:30 am to 12:30 pm	\$155 per week (Morning Care is an Extra Fee)
8:30 am to 3:30 pm	\$230 per week
8:30 am to 6:00 pm	\$245 per week

### **Voluntary Pre-Kindergarten 8:30am-11:30am**

Voluntary Prekindergarten (VPK) is a legislatively mandated program designed to prepare every four-year-old in Florida for his or her educational success. There is no charge for preschool base tuition if your child is enrolled in the VPK program. Official documentation of enrollment in the program is mandatory. VPK Wrap Around Extended Care fees will apply if you are enrolled in one of the VPK Wrap Around ps.

#### **VPK Fees for Extended Care**

Lunch Only	11:30 am to 12:30 pm	\$75.00 per week
Extended Care	7-8:20 am & 11:30 pm to 3:30 pm	\$115.00 per week
Extended Care	7-8:20 am & 11:30 am to 6:00 pm	\$140.00 per week

**Morning Care Fee – 7:00 am to 8:20 am** \$40.00 per week

### **Billing and Payment Policy**

(Parents/Guardians will be billed for a **10-month** program)

All Programs are billed two weeks in advance of attendance. Billing for unscheduled Morning Care and Late Pickup will be made on the next billing statement. **The following holidays are considered regular school days and you will be billed for them: 4<sup>th</sup> of July(Summer Camp), Labor Day, Veterans Day, Thanksgiving Day and the Break, Christmas and New Year's Day and the Break, Martin Luther King, Jr. Day, Presidents Day, Good Friday, Easter Monday, Spring Break and Memorial Day.**

## **Payments**

Payments must be made bi-weekly and are due on Tuesdays. You will receive a statement in your child's backpack (usually two days before the payment is due). This will include normal charges for coming two weeks, as well as any extra charges and/or adjustments for the previous two weeks. All payments for ECC/Extended Care fees are payable to the Zion Lutheran Early Childhood Center (ECC) payments may be made by Cash, Check, or money order in the ECC Office, or by credit care through the ProCare Tuition Express by clicking on ([www.myprocare.com](http://www.myprocare.com)) and following the directions. **DO NOT DEDUCT FROM THE STATED AMOUNT ON THE BILLING STATEMENT.**

Notify us in writing if you believe an adjustment should be made. Attendance records will be checked and adjustments (credit or charge) will appear on the next billing statement. **Should timely payments become a problem, your child may not be able to remain at our center.**

### **Extra Fees**

#### **Late Pick-Up Penalty**

If your child is not picked up by your contracted time {11:30, 12:30, 3:30, or 6:00}, there is an additional fee. The fee will be \$10 for any portion of the first ten minutes and \$1 for each additional minute. There is an additional late payment charge of \$1/day after the 48 hours.

Excessive late pick-ups and/or failure to pay fees in a timely manner will jeopardize your child's participation in the program.

#### **Late Payment Charges**

If your child's payment is not received on the date due, or the first day your child attends for the week, the late payment charge will be \$5.00 and is payable in cash. If the balance due is not paid in full, including the late fee charge, by the following Monday, an additional \$5.00 charge will be added each week until the balance is paid in full. Should the balance go unpaid for two weeks, your child will not be allowed to attend until the balance and late payment fees are paid in full. The only exception to this policy will be vacations and illness.

#### **Returned Check Fee - \$20.00**

This fee is charged each time a check is returned. This fee is payable in cash. If there are two check returns within one calendar year, all payments must be made in cash, by certified check, or by money order for one calendar year.