

Tuition Payment Policy

Sunbeams Lutheran School

2022-2023 School Year



Tuition is due on the FIRST day of each month. Tuition is figured on the cost per child for the total days per year. It may be paid in one of the following ways:

Pay one payment for the entire year by Sept 15th and receive a 5% discount off the total fees **or** you may choose a 10% discount on a younger sibling's tuition.

Pay in cash, check, or with a credit/debit card (4% service fee added) on the first day of each month, one of 10 monthly installments. Please make checks payable to Sunbeams Lutheran School.

Pay with monthly ACH payments from your bank

LATE TUITION

Tuition is due by the 1st day of each month. If monthly tuition payments are more than five (5) days late, a delinquent notice will be sent home and be charged a \$25 late fee. **If payment becomes two months overdue, it will result in the removal of the student from school.**

NSF FEES

Should a check be returned to the school because of insufficient funds, a \$25 fee will be applied. If NSF checks occur more than one time, all further payments must be made by cash or money order.

LATE PICKUP FEE

Students should be picked up promptly when their school session ends for the day. Students who remain at school longer than 15 minutes after dismissal, will be charged a \$10 fee for every 15 minutes or portion thereof, that they remain at school.

UNFORESEEN FINANCIAL CIRCUMSTANCES

If unforeseen financial circumstances occur, which prevent timely payment of tuition, parents may contact the office before the tuition due date. Parents needing tuition assistance must speak personally to the school director. They will determine if an emergency scholarship is available.

EXTENDED PERIODS OF ABSENCE

Should a child be away from school for an extended period, due to travel or other circumstances, and the parent wishes to keep the child enrolled, tuition payments must still be made by the due date. If tuition is not paid the child's position may be filled by another student on our waiting list. If the child's position has been filled by another child reapplication will need to be made and you may be placed on a waiting list if the class is full. If a parent wishes to withdraw a child during the time of absence, written notice must be given to the school director.

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TUITION AMOUNTS

Registration fees of \$125 per child per year for 2–3-day Preschool/PreK sessions; \$150 for 4- 5-day PreK, \$250 for Kindergarten- 5th Grade (Existing Students); \$350 for new students Kindergarten-5th Grade. This fee is payable upon enrollment and is non-refundable.

Please make fees payable to "Sunbeams Lutheran School".

Tuition is based on an annual fee. K-5th Grade tuition is divided into 10 monthly installments. Preschool and PreK tuition is divided into 9 monthly installments.

Tuition Fees

\$225 x 9 is due for each child for 2 Morning Preschool sessions per week

\$225 x 9 is due for each child for 2 Afternoon Preschool sessions per week

\$320 x 9 is due for each child for 3 Morning Preschool sessions per week

\$415 x 9 is due for each child for 4 Afternoon Preschool sessions per week

\$510 x 9 is due for each child for 5 Morning Preschool sessions per week

\$735 x10 is due for each child for Kindergarten- 5th Grade (Early bird rate= **\$700**)

I/We have read the tuition policy above and agree to abide by its terms.

Parent/Guardian Signature

Today's Date

Student's Name

Second Student's Name

Third Student's Name