

**2018-2019**  
**Ascension Christian Early Learning Center**  
**Financial Agreement Policy**

Your account will be charged every Thursday for the next week of service. Payments should be made before 6:00pm on Monday of the current week. Beginning Tuesday morning, a late fee of \$6 per day will be assessed to your account until paid in full. If your account is not current by Thursday morning, it will result in temporary suspension of the student(s) until all fees are paid. If your services are terminated, you will be responsible for all legal and collections fees. We accept checks, cash, Visa, MasterCard and money orders.

**ELC Tuition and fees**

Registration fee per child (non-refundable)	\$135
Toddler and Preschool Activity Fee (non-refundable)	\$125
Infants (6 weeks to toddler class entry)	\$155
Toddlers (Toddler class until preschool)	\$145
Preschool Two (must turn 2 by Sept. 30th)	\$140
Preschool Three	\$140
(must turn 3 by Sept. 30 and be completely potty trained)	

Discounts are available for multiple children attending Ascension Christian Schools.

**Important Notice**

Ascension Christian Early Learning Center hours are from 6:30 a.m. until 6:00 p.m. There will be a \$1 charge per child per minute if you are late picking up your child/children. The late fee will be billed to your account.

- I understand that I am required to pay every week, whether my child attends or not.
- I understand that I will be charged a fee of \$6 for every day that my account is past due.
- I understand that the preschool hours are from 6:30 a.m. to 6:00 p.m. and I will be charged \$1 per child, per minute for every minute late when picking up my child. This fee will be billed to my account. After every third occurrence of late pick up or late arrival, there will be an additional fee of \$25.00 assessed.
- I understand that I must give a two week paid notice when withdrawing my child from Ascension Christian ELC. I understand that if I leave without two weeks of paid notice, that it will be charged to my account and turned over for collections if not paid within 30 days.
- I understand that I must pay a \$35 fee for any check returned for NSF.

- I understand that if my account becomes delinquent it may be turned over to a collections agency and all fees incurred in the collection of debt will be my responsibility.
- I understand that I am committing myself to fulfilling all my financial responsibilities as defined by the school.
- I understand that the registration fees, tuition, and activity fees are nonrefundable.
- I understand that I have 5 personal days each school year (Aug-May). I understand that my student must be absent in order to use a personal day. The use of personal days is not automatic. I understand I will need to contact the front office to credit my account. I understand that unused personal days are not rollover year to year. Full time enrollment is required for this benefit.
- I understand that I will be issued 5 additional personal days during the summer months (June-July). Full time enrollment is required for this benefit.