



**PRIME TIME EARLY LEARNING CENTERS
FARMINGDALE (September 1, 2011 – June 30, 2012)**

Our financial policies are designed to enable us to provide consistent, quality child care. Our fees are determined by the real cost of providing services. Approximately 70% of our budget is dedicated to attracting and supporting our quality staff. Our additional expenses include: rent, utilities, food, building maintenance, educational, office and cleaning supplies.

1. The \$50.00 non-refundable application fee and \$75.00 annual non-refundable insurance fee accompanies the enrollment application.
2. Monthly tuition is due in advance of the first day of each month. A \$30.00 late penalty is automatically applied after the 5th of the month. Bi-monthly tuition is due on the 1st and 15th of each month. A \$30.00 late fee is applied on the 3rd and 17th. If your tuition is more than 1 week late, your child will not be permitted to come to school without payment. There is a \$45.00 returned check fee and a \$15 fee for a declined Tuition Express Charge.
3. No refunds will be made for absences, scheduled holidays, or emergency school closing. Decisions regarding long term absences (more than three consecutive weeks) will be made on an individual basis.
4. Full payment guarantees a reserved space. No space is reserved without payment.
5. The first month's tuition and one week security deposit are due upon entrance. We require two weeks written notice prior to withdrawal. The security is applied to your last month's tuition. It is not refunded.
6. No substitutions are permitted in contracted schedule. Should non-scheduled time be needed, billing will be in addition at the extra hour rate. Drop-in fees are paid each day of use. Parents must key in and out every day for security and attendance purposes. If you do not key in you will be charged for the full day.
7. We are open from 6:30 AM – 7:00 PM. Should you pick up after 7:00pm, you will be charged \$2.00 per minute for each minute after 7:00pm.
8. It is your responsibility to remind us when your child turns three so that your tuition is reduced.
9. For your convenience, we accept Visa, Master Card, Debit Card, American Express, and Tuition Express. There is a 5% discount when you pay by check, even through Tuition Express.
10. Minimum 2-8 hour days in all programs, that is a 16 hour contract.

3 Year old - Pre-Kindergarten				Infants			
		Credit card	Check			Credit card	Check
Hours	Weekly	Monthly	5% Discount	Hours	Weekly	Monthly	5% Discount
16	\$147.00	\$638.00	\$606.00	16	\$150.00	\$651.00	\$618.00
20	\$158.00	\$686.00	\$652.00	20	\$182.00	\$790.00	\$751.00
25	\$188.00	\$816.00	\$775.00	25	\$213.00	\$924.00	\$878.00
30	\$221.00	\$959.00	\$911.00	30	\$249.00	\$1081.00	\$1027.00
35	\$247.00	\$1072.00	\$1018.00	35	\$286.00	\$1241.00	\$1179.00
40	\$273.00	\$1185.00	\$1126.00	40	\$317.00	\$1376.00	\$1307.00
45	\$296.00	\$1285.00	\$1221.00	45	\$349.00	\$1515.00	\$1439.00
50	\$312.00	\$1354.00	\$1286.00	50	\$368.00	\$1597.00	\$1517.00
55	\$331.00	\$1437.00	\$1365.00	55	\$384.00	\$1667.00	\$1584.00
60	\$353.00	\$1532.00	\$1455.00	60	\$410.00	\$1779.00	\$1690.00

- Extra Hours, drop In, Overtime \$12.00 per hour (Infants \$13.00 per hour)
- For Hours After Closing - \$2.00 per minute after 7:00p.m.
- Sibling Discount – There is a 15% sibling discount on the oldest sibling.
- Before and After School Care - \$9.00 per hour
- School Age drop in Care - \$65 daily – (Includes lunch)

Parent Signature: _____

Date: _____