

**PRIME TIME SCHOOL**  
**E. RUTHERFORD FEES (September 1, 2010 – June 30, 2011)**

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, office and cleaning supplies.

1. The \$35.00 non-refundable application fee and \$75.00 annual non-refundable insurance fee accompanies the enrollment application.
2. Monthly tuition is due in advance the first day of each month. A \$30.00 late penalty is automatically applied after the 5<sup>th</sup> of the month. There is a \$45.00 returned check fee. If your tuition is more than 1 week late, your child will not be permitted to come to school without a parent conference.
3. No refunds will be made for absences, scheduled holidays, or emergency school closings. 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 the contracted schedule. Should non-scheduled time be needed, billing will be in addition at the extra hourly 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. It is your responsibility to remind us when your child turns 2½.
8. For your convenience, we accept Visa, Master Card, Amex and Debit cards. You may authorize us to take automatic deductions via **TUITION EXPRESS. WE DO NOT ACCEPT CASH... There is a 5% discount when you pay by check, even through Tuition Express.**

2 1/2 year old-Pre-Kindergarten			
		Credit card	Check
Hours	Weekly	Monthly	5% Discount
9	\$71.00	\$308.00	\$293.00
12	\$94.00	\$408.00	\$388.00
16	\$125.00	\$543.00	\$516.00
20	\$134.00	\$582.00	\$553.00
25	\$159.00	\$690.00	\$656.00
30	\$187.00	\$812.00	\$771.00
35	\$208.00	\$903.00	\$858.00
40	\$229.00	\$994.00	\$944.00
45	\$250.00	\$1085.00	1031.00
50	\$263.00	\$1141.00	1084.00
55	\$279.00	\$1211.00	1150.00
60	\$298.00	\$1293.00	1228.00

**Drop-ins: \$10.00 per hour.**

**For hours after closing - \$10.00 per staff per 15 minutes payable directly to staff.**

**Sibling discount: There is a 15% sibling discount on the oldest sibling.**

**THESE PRICES ARE GUARANTEED FOR ONE YEAR ONLY.**

Parents Signature: \_\_\_\_\_

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