

Kiddie Prep School: Preschool Student Fee Information

Effective Date: **August 13, 2018**

AGES	ATTENDANCE	FEES	MULTIPLE CHILD DISCOUNT
2 Year Olds NOT Potty Trained (KPS Provides the diapers and wipes)	Part Time Student (2/3 days Min. of 2 days)	\$52.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$165.00 Weekly	\$5 Weekly Discount
2 Year Olds	Part Time Student (2/3 days Min. of 2 days)	\$48.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$159.00 Weekly	\$5 Weekly Discount
3 Year Olds NOT Potty Trained (KPS Provides the diapers and wipes)	Part Time Student (2/3 days Min. of 2 days)	\$52.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$165.00 Weekly	\$5 Weekly Discount
3 Year Olds	Part Time Student (2/3 days Min. of 2 days)	\$45.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$152.00 Weekly	\$5 Weekly Discount
4 Year Olds	Part Time Student (2/3 days Min. of 2 days)	\$45.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$152.00 Weekly	\$5 Weekly Discount
5 & 6 Year Olds	Part Time Student (2/3 days Min. of 2 days)	\$45.00 Daily	\$2 Daily Discount
	Full Time Student (4-5 days/wk)	\$152.00 Weekly	\$5 Weekly Discount

MISCELLANEOUS FEES and CHARGES

PAYMENTS: NO CASH PLEASE We accept all major credit cards, checks, money orders, and online bill pay through your bank.

ANNUAL Registration/Curriculum Fee: \$50.00 per child. Maximum fee of \$100 per family. This is a non-refundable fee. This fee is due September 1st of every year. If your child registered/begins attending school after May 1st, the September fee is waived until the following year.

CREDIT BALANCE: One week's tuition is due prior to the student's first day. This credit balance is held as a retainer that will be applied on the student's last week of attendance.

SUMMER SUPPLY Fee: \$15.00 per child. This fee is due each year from current KPS families to secure a spot for your child in our summer preschool program. This fee is used to support the curriculum used during the summer.

Account Balance: Your account must stay at a credit balance of one week's tuition, per child, at all times.

Finance Fee: \$5.00 per week late fee for a delinquent account. Being two-weeks behind risks immediate disenrollment.

Returned Check Fee: \$25.00

Vacation Hold Fees: Two \$50/week (Monday thru Friday) are available per year (September 1 to August 31). Upon the 3rd week, full tuition will be charged. Medical circumstances will be reviewed on a case by case basis.

LATE Pick-up Fee: \$15.00 for the first 10 minutes past 6:00pm. Additional \$1 for every minute after 6:10pm. Upon the third late pick-up, this fee is increased to \$25 for the first 10 minutes past 6:00pm. Additional \$1 for every minute after 6:10pm. The late pick-up fee is per child.

DEFINITION of CHARGES

Part Time Student: The student regularly attends school 2 to 3 days a week. Families will be billed for 2 days minimum. If KPS is closed due to a holiday, part time students will still be charged the minimum of 2 days. Parents may choose to alter their attendance days. Part time students will be charged for the days KPS is operating on an altered schedule (see definition below).

Full Time Student: The student regularly attends school 4-5 days a week. Students will be charged the full weekly rate regardless of missing a partial week. (Short term illnesses included). Full time students will be charged for the days KPS is closed for business or running on an altered schedule (see definition below).

Multiple Child Discount: Families who have more than one child enrolled in our facility. It is limited to children who are living at the same address. The youngest child is counted at the full rate. Each child after that will receive a discount on their daily/weekly charges.

Potty Trained Student: A student that arrives at school in underwear and wears underwear throughout day. This *excludes* pull-up diapers. A child can become potty trained at home or at school. Parents must discuss potty training with the classroom teachers as well as complete a potty training contract prior to sending their child to school in underwear once the child is ready to train.

Disenrollment Policy: Families are required to provide a two week's notice upon disenrolling their child(ren). If a child is not able to attend for the full two weeks, tuition will be charged regardless.

Closed for Business - Holidays and Others: KPS is closed for the main holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day and **1 In-service Day**. We operate on an altered schedule; Good Friday closing at 1:00 and Christmas Eve closing at 3:00pm if Christmas falls on a weekday.

As always, it is our desire to serve you as best we can. If you have any questions, please feel free to contact the office.

"The USDA and the State of Indiana are equal opportunity providers and employers."

Indiana Department of Education, Division of School and Nutrition Programs Room 229, State House, Indianapolis, IN 46204-2798 (317) 232-0850 or (800) 537-1142