



WELLSPRING preschool

Wellspring Preschool Tuition Agreement

Wellspring Preschool operates Monday to Friday from 9 am to 12pm. Children may be dropped off starting at 8:45 am. We follow the Pacific Grove School District calendar for holidays and school closures with a few exceptions (see our calendar). We do not offer an extended day option or have supplementary services. We are a part-time, two, three, or five mornings a week program.

To secure a space in a class, an admissions application and a \$150 annual registration fee must be submitted, after which an admission packet and parent handbook will be given. The \$150 registration fee is non-refundable, pending extenuating circumstances as determined by the Director.

Tuition is due on the 1st of every month. Tuition is \$550 per child per month (August to May) or \$5500 annually for 5 days a week. Tuition is \$400 per child per month or \$4000 annually for the 3-day Monday, Wednesday, Friday option. Tuition is \$300 per child per month or \$3000 annually for the 2-day Tuesday, Thursday option. There are no credits for absences and holidays. Returned checks will receive a charge of \$30.00. You may also pay online, please make sure to note "Wellspring Preschool Tuition". Tuition and fees are considered delinquent at 12:00 noon on the day following the due date. Late charges will be assessed in the amount of \$25 a day. If tuition and any other outstanding charges are not paid within seven days of the date due (*or within five banking days of notification to you, in the case of a returned check*), attendance at the preschool will no longer be permitted until tuition is paid in full for the past due amount and for the current period.

A 30-day transitional period, beginning on the first day of your child's attendance, should allow adequate time for them to get acquainted with their new classroom, teachers and daily routine. During this period, your child's teachers will provide verbal or written updates as to how your child is adjusting to their classroom and the

preschool as a whole. A meeting with the Director may be suggested if, at the end of the 30 days, the parent or school determines it is not meeting the child's needs.

If you would like to withdraw your child from Wellspring Preschool, we require a 30 days notice prior to your child's withdrawal or one month's tuition will be due. We do not offer partial month refunds.

By signing this form you are agreeing to the terms of tuition upon admission of your child to Wellspring Preschool.

Child's name

Parent/Guardian's legal signature

Date
