



Financial Packet for 2013 – 2014

Priority Enrollment will be given to families that already have children enrolled in Word of Life Academy and Word of Life Christian Center members. Priority Enrollment will occur from January 22, 2013 through February 10, 2013 and Open Enrollment will begin February 11, 2013.

Registration Fee

The fee is due with the enrollment packet and is **non-refundable**. \$75.00

This fee is used for materials and processing, and it also guarantees your child's placement in the registered class. This fee is required for each child to be enrolled.

- There is a \$25 discount for each additional child enrolled at the same time in the same family.
- There is also a \$25 discount for children that were enrolled for the 2012-2013 school year.

Tuition Deposit

The tuition deposit is due no later than July 1, 2013. If a family enrolls after this date, both the tuition deposit and the registration fee are due at the time of enrollment. This tuition deposit will be credited back to your child's account on May 1, 2014 or upon two week notification of disenrollment.

Tuesday/Thursday Classes	\$75.00
Mon./Wed./Fri. classes	\$125.00
Mon. through Fri. classes	\$200.00

Tuition Rates

Word of Life Academy bills tuition based on the number of days in our school calendar year (this calendar will closely follow Douglas County School District's conventional calendar – 1 week fall break, 2 week winter break, 1 week spring break, 10 week summer break). The school year will go from August 12, 2013 through May 31, 2014. We take the number of days over the course of the year and divide them by 10 equal installments, due on the first day of each month.

It should not be thought of as a monthly tuition as there are a different number of school days in each month. Some months have more days, some have fewer. Tuition for students registering for classes mid-year will be pro-rated.

Tuition listed is for the half day preschool through Kindergarten classes, 8:45 am-11:45 am. Please see Enrichment options below for full day programs.

<u>Schedule Options</u>	<u>Yearly</u>	<u>Monthly</u>
Tuesday/Thursday	\$1368.00	\$136.80
Mon./Wed./Fri.	\$2052.00	\$205.20
Mon. through Fri.	\$3420.00	\$342.00

We design our classroom ratios and staffing needs based on students' set recurring schedules. For this reason, last minute changes and drop-in requests are not always able to be accommodated. Before Care, After Care, Lunch Bunch and Enrichment classes have more flexibility in our class roster, therefore can be designed to fit your desired schedule. The tuition rates for each program are listed below.

Fixed (or Recurring) Schedule

As an added incentive, fixed schedules will offer a discounted rate versus our drop-in rates. You will also be assured that there is a guaranteed spot for your child in the add-on class. These add-on options can be cancelled at no penalty to you with a minimum of 7 days notice – no exceptions. The day or days chosen as your set schedule must remain consistent each week and cannot fluctuate. Any schedule changes will be assessed the drop-in rates and charged accordingly.

Please note: Recurring schedule changes requested after September 1st, will incur a \$10 administrative processing fee.

Drop-In

Our add-on classes do allow the flexibility of drop-ins based on availability. These may be for just one day or the occasional change to the schedule. It is a great option for families that may need these options from time to time but cannot commit to a recurring schedule. These spots cannot be guaranteed, but will be gladly offered if there is room available. For drop-in rates, please see list below.

**Before Care – 7:30 am – 8:40 am
day**

***Drop-in rate = \$5.00 per**

Schedule Option	One day per week	Two days per week	Three days per week	Four days per week	Five days per week
Monthly Rate	\$16.65	\$33.30	\$49.95	\$66.60	\$83.25

**Lunch Bunch – 11:45 am – 12:45 pm
per day**

***Drop-in rate = \$5.00**

Schedule Option	One day per week	Two days per week	Three days per week	Four days per week	Five days per week
Monthly Rate	\$16.65	\$33.30	\$49.95	\$66.60	\$83.25

**Enrichment – 11:45 am – 3:00 pm
\$13.00 per day**

***Drop-in rate =**

Schedule Option	One day per week	Two days per week	Three days per week	Four days per week	Five days per week
Monthly Rate	\$46.25	\$92.50	\$138.75	\$185.00	\$231.25

**After Care – 3:00 pm – 5:30 pm
day**

***Drop-in rate = \$8.00 per**

Schedule Option	One day per week	Two days per week	Three days per week	Four days per week	Five days per week
Monthly Rate	\$29.60	\$59.20	\$88.80	\$118.40	\$148.00

Disenrollment Policy

If you disenroll your child, all pre-paid tuition beyond the two week notice period will be refunded. The registration fee is non-refundable.

Tuition Agreement

Tuition fees are due on the 1st day of each month. If unpaid by the 5th of the month, you will incur a \$10.00 late fee. If unpaid by the 10th of the month, services will be discontinued until account is current. If there is a special circumstance, speak to the Director before tuition is due. Tuition will not be refunded for illness or vacations.

Late Pick-Up Fees

There will be a \$1.00 late charge assessed per child, for each minute after the scheduled pick-up. This will be paid directly to the staff member that stayed to watch your child. If you will be late, please call so that we may reassure your child and avoid any unnecessary panic.

Camp Days

Camp days will be offered during fall break (5 days), winter break (5 days), spring break (5 days), fall conferences (1 day), and spring conferences (1 day). **PROVIDED THAT AT LEAST 8 CHILDREN ARE SIGNED UP.**

Camp Days are from 8:45 a.m. – 3:00 p.m., and cost \$30.00. Before care (\$5.00) and after care (\$8.00) are also available on these days.

Camp Days will have a special theme for the day, around which all activities will be structured. The day will be more loosely structured than a typical class day, but will have lessons, crafts, activities, and snacks that tie into the special theme for the day. Some possible examples are “Lost in the Jungle”, or “Blast off to Space”.