

2009-2010 Cornerstone Academy Fee Policy- Parent Copy

Fees: All fees and tuition are **Non-Refundable**. Fees may be placed on a payment plan with permission from administration. If a student is dismissed or withdraws before all installments are paid in full, records will not be completed which will hinder progress reports, report cards and all other information from being released.

Tuition: Must be paid by one of three payment plans. Please indicate payment method on debit/credit authorization form.

Payment plan one: Tuition is paid in full on or before August 3, 2009. If payment is not received by August 3, your child's 2009-2010 registration will be nullified and the space will be released. **10% discount will apply.**

Payment plan two: Tuition is paid in two installments – 50% due August 3, 2009 and 50% due December 1, 2009. If payment is not received by August 3rd for the first installment and December 1st for the second installment, your child's registration will be nullified and the space will be released for the upcoming semester. **5% discount will apply**

Payment plan three: Elementary monthly tuition will be automatically drafted from your bank account or charged to your credit card on the first or the fifteenth of every month as selected by the parent. The first payment will be on August 3, 2009 or August 17, 2009 and will continue on the designated date for the months of September through May. Learning Center accounts may be divided on the first and the fifteenth of every month. **The automatic draft is mandatory for Payment Plan Three** and the Debit/Credit Authorization form must be completed and returned with the enrollment packet.

Learning Center summer payment plan: Tuition in the summer months (June beginning the last week of school, month of July and weeks in August before the first day of school) will be handled on a weekly basis. Tuition however must still be set up on automatic payment. Parents are not liable for the entire month as they are during the school months. Parents are required to give the business office a two-week notice of a student not attending. This should be made in writing using the Vacation Request form. If the business office has not received and approved this form prior to a student's leave, the account will be charged for the full amount. If a student attends any day that week, the account will be billed for a full week of tuition.

Camp Stone Summer Day camp payments: Payment is due every Thursday by 6:30pm. A parent must clock in and out everyday indicating the child's attendance for that week. If payment is not received by any method the parent chooses by the Friday deadline, the credit/debit card on file will be charged. Accounts that are not settled by the close of business on Friday will not be permitted to camp the following week. Any special offers or discounts given will be assessed at the end of the summer and credited on the account. If a student will not be returning the next year for summer or fall, the money will not be refunded to the parent. All discounts are to be used for the use of Cornerstone Academy. Money will not be given to the parent for any reason.

If your child attends the Academy one full day a month, you are responsible for the entire month's tuition. Refunds will not be given. Elementary tuition is collected for 10 full months.

Most school supplies are provided for students with the supply fee. Special trips and some fellowship activities **may not** be included in the fee schedule.

Lunch is provided for students in the Learning Center and those elementary students who choose that option; however only the lunch items on the menu will be served. If a student chooses not to eat the lunch provided, there will not be a break in tuition costs.

Delinquent Accounts, Late Fees and Insufficient Funds: A charge of \$25.00 will be assessed for late payment and/or insufficient funds. An account is considered late if payment is not made within 72 hours of the due date. If an account is delinquent beyond 30 days, or is not paid in full by the end of the month, the student may be withdrawn from school at the administrator's discretion. Final records and report cards cannot be released until all accounts are paid in full. If a family is experiencing financial difficulty which may prevent the timely payment of tuition, it is the parent's responsibility to schedule an appointment with the administrator. Re-enrollment for the following school year will not be accepted unless the student account is current.

Vacation tuition is 50% of the weekly cost. This offer is available to students who have attended the school for at least 6 months. Two vacation weeks are allotted per year August 31, 2009- August 27, 2010. A completed Vacation Request form must be signed by the administrator before the discount is given. **(Not available to Elementary Students)**

Classroom placement is based on availability, age and application requirements. Students must be accepted into the Academy and acceptance should not be assumed based on the completion of an application. Beginning in the two year old classroom, a student must be the appropriate age by October 1st in order to enter that class. If a student in the toddler class has a two year birthday before the end of the school year, that student may begin paying the two year old tuition on their second birthday. All students in the three year old classroom and higher must be potty trained.

Learning Center (12 months)

Registration Fee per student	\$75 due upon enrollment
Supply Fee per student	\$120 due upon enrollment

	Full Tuition		Sibling Tuition	
	Monthly	Yearly	Monthly	Yearly
Infants I	\$740	\$8,880	\$666	\$7,992
Infants II	\$740	\$8,880	\$666	\$7,992
Toddlers	\$740	\$8,880	\$666	\$7,992
Jr. Pre-K2	\$675	\$8,100	\$607.50	\$7290
Jr. Pre-K3	\$610	\$7,320	\$ 549	\$6588
Pre-kindergarten	\$545	\$6,540	\$490.50	\$5886

Elementary School (10 months)

Registration Fee per student	\$100 due upon enrollment
Supply Fee per student	\$250 due upon enrollment
Testing Fee (third and fourth grades only)	\$50 due January 2010

	Monthly	Annual	Sibling Tuition
Full program	\$415	\$4,150	\$373.50 \$3,735
Lunch program	\$350	\$3,500	*Includes care from 7:45-4:00pm and lunch daily
School program	\$300	\$3,000	*Includes care from 7:45-4:00pm only

Sibling discounts do not apply to the Lunch or School programs. Must pay full price

Camp Stone Summer Day Camp

please see brochure for more details

Registration Fee per student	\$150 due upon enrollment
Uniform Fee per student	\$20 due upon enrollment
Regular Tuition	\$85/week
Tuition w/Lunch Included	\$100/week
Daily Rate	\$20
Field Trip Rate	\$35/day