



TUITION AND FEE AGREEMENT

Year 2022-2023

NEW STUDENT

For all new students, a one-time **non-refundable** registration fee of \$100 and a deposit of one month of tuition is due at the time of registration. The tuition deposit will be applied against your last tuition payment.

RETURNING STUDENT CONTRACT DUE DATE: JANUARY 20, 2021

For returning students, a deposit of one month's tuition for the class enrolled will hold your child's placement for the 2022-2023 school year. Your deposit will be applied against your last tuition payment.

The annual supply fee of \$175 is non-refundable and is due at the beginning of the school year. Upon your child's enrollment, please return a signed copy of the Tuition Fee Agreement and keep one copy for your records.

The Tuition Agreement outlines the tuition payment schedule (date and amount due). Please note that the tuition is due on the 1st of each month. This is the only payment notice you will get from the school. If any other fees are incurred, a bill will be issued.

A late fee of \$20 will be assessed if the tuition is not paid within 10 days of the due date. An additional late fee of \$20.00 will be added if not received by the 20th of the month. A canceled check is your only receipt.

Returned Check Fee of \$25.00 to compensate for bank service charges will be billed and due at the next tuition payment for each returned check for insufficient funds and a late payment fee will be assessed if full payment not received by the 10th of the month. If more than one check is returned for insufficient funds, a cash or bank check only arrangement may be implemented.

Checks are made payable to:
First Step Preschool
240 Wolfpit Road
Wilton, CT. 06897

Federal Tax ID number for childcare reimbursement: 20-1143033

For parents using a credit card for payment, there is a convenience fee incurred at the point of transaction.



Cancellation policy

This contract is effective upon acceptance by the school. If your child will not be attending the school in the fall after the deposit has been received by First Step, written notice should be given to the school on or before **June 1st**. If notice is given after that date, the deposit will be forfeited.

If you relocate outside of Fairfield County, you may be entitled to a pro-rated tuition refund, less \$75 withdrawal fee, provided the following conditions are met: **1)** First Step Preschool receives a 30-day written notice and **2)** your child is withdrawn prior to April 1st.

If your child is accepted into a special education services program, you will be released from your contract and your tuition will be refunded on a pro-rated basis less a \$75 withdrawal fee.



Tuition Fee Agreement

Year 2022-2023

- I agree to pay the monthly tuition fees for my child(ren), _____ as outlined below for the school Year 2022 -2023. Please check all the appropriate options.

Programs

- _____ 2 days – 2’s program \$ 450 per month, Sept – April
- _____ 3 days – 3’s program \$ 580 per month, Sept – April
- _____ 4 days – 3’s program \$ 660 per month, Sept – April
- _____ 4 days – 4’s program \$ 660 per month, Sept - April

TOTAL: _____per year /month

Monthly payments are due by the 1st of each month. After the 10th of the month a late fee will be incurred. The amount reflected above is your only reminder for payment (Sept – April). A separate bill will be issued for any additional fees that may be incurred.

Please return one copy to the school and keep one for your records with your registration fee (new students only) and tuition deposit.

Parent/Guardian Signature Date

Parent/Guardian Name _____ Tel: _____

Address: _____
(Street) (Town) (State) (Zip)

Email: _____



Tuition and Fees 2022-2023

Registration Fee for new student	\$ 100
Annual Supply Fee	\$ 175

All above fees are non-refundable.

Tuition deposit due upon registration *One month of tuition*

2's Program - 9:15 a.m. to 12:15 p.m. **Ratio: 1:4**

2 Days	\$ 450 per month Sept - April
Monday/Wednesday	\$ 4050 per school year

3's Program -9:15 a.m. to 1 p.m. **Ratio: 1:6**

3 Days (Mon/Wed/Thu)	\$ 580 per month Sept - April
Monday/Wednesday/Thursday	\$ 5220 per school year

4 Days	\$ 660 per month Sept - April
Monday through Thursday	\$ 5940 per school year

4's Program – 9:15 a.m. to 1 p.m. **Ratio: 1:7**

4 Days	\$ 660 per month Sept - April
Monday through Thursday	\$ 5940 per school year

Note: A \$100 discount will be applied to payment made in full at the beginning of the school year for all the programs offered by First Step.