



TUITION AND FEE AGREEMENT

Year 2023-2024

NEW STUDENT

For all new students, a one-time **non-refundable** registration fee of \$150 and a deposit of one month of tuition is due at the time of registration. The tuition deposit will be applied to your last tuition payment.

RETURNING STUDENT CONTRACT DUE DATE: JANUARY 19, 2023

For returning students, a registration fee of \$50 and a deposit of one month's tuition for the class enrolled will hold your child's placement for the 2023-2024 school year. Your deposit will be applied to 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 is 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 1, 2023**. 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 AND FEE AGREEMENT
Year 2023-2024

I agree to pay the monthly tuition fees for my child(ren), as outlined below for the school Year 2023 -2024.

Please check all the appropriate options.

Programs

2 days - 2's program \$ 460 per month, payments Sept - April

3 days - 3's program \$ 610 per month, payments Sept - April

4 days - 3's program \$ 680 per month, payments Sept - April

4 days - 4's program \$ 680 per month, payments Sept - April

TOTAL: per year /month

*** Optional Extended day until 3 pm for our 3 & 4's students

*** Friday Enrichment program available for our 3 & 4's students

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. 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 2023-2024

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|--|--------|
| Registration Fee for new students | \$ 150 |
| Registration for each additional child | \$ 75 |
| Returning student registration fee | \$ 50 |
| Annual Supply Fee | \$ 175 |

All the 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 | \$ 460 per month Sept - April |
| Monday/Wednesday | \$ 4140 per school year |

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

| | |
|---------------------------|-------------------------------|
| 3 Days (Mon/Wed/Thu) | \$ 610 per month Sept - April |
| Monday/Wednesday/Thursday | \$ 5490 per school year |

| | |
|-------------------------|-------------------------------|
| 4 Days | \$ 680 per month Sept - April |
| Monday through Thursday | \$ 6120 per school year |

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

| | |
|-------------------------|-------------------------------|
| 4 Days | \$ 680 per month Sept - April |
| Monday through Thursday | \$ 6120 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.



Additional Programs 2023-2024

Extended Day Program

Our Extended Day program is dependent on enrollment. The Extended Day program is available for our Threes & Fours students every afternoon until 3 pm. This program includes quiet time, free play, and outdoor play. This is a wonderful way for children to continue to socialize with other students, in a smaller group, while providing added flexibility to parents & their schedules.

Our Extended Day program may be contracted annually or whenever it may suit your schedule. Drop-ins are welcome based on availability and must be made 24 hours in advance. Charges for drop-ins are billed weekly at a rate of \$36/day.

Please let us know your anticipated need or desire for participating in the Extended Day program.

Friday Enrichment Program

We are happy to offer a variety of enrichment programs on Fridays called "Fun Friday". Our Fun Friday program is available to our Threes & Fours students. Students will have the opportunity to explore classes like cooking, sciences, art exploration, and physical movement. Fun Fridays are offered on a quarterly basis and meet 9:15 - 1:00 pm. Fun Friday activities are subject to change from session to session in response to student, parent, and teacher interests. Please email us at firststep@myhopect.org for additional information.