



## Montessori Community School 2023-2024 TUITION SCHEDULE AND FINANCIAL INFORMATION

Two-Year-Old and Preschool & Kindergarten Programs: August 21, 2023 – May 29, 2024  
Elementary Program: August 21, 2023 – May 31, 2024

### I. Tuition Schedule

Program	Hours	Academic Year Tuition
Two-Year-Old Program	7:30-2:30	\$16,395.00
After School Care	2:30-5:30	\$3,295.00
Preschool & Kindergarten Program	7:30-2:30	\$13,495.00
After School Care	2:30-5:30	\$2,895.00
Elementary Program (Grades 1-6)	7:30-2:30	\$16,695.00
After School Care	2:30-5:30	\$2,895.00

### II. Payment Schedule

Montessori Community School offers three tuition payment options:

- **Annual plan:** A single payment is due by July 5, 2023.
- **Trimester plan:** The first payment is due by July 5, 2023. The second payment is due by October 5, 2023 and the third payment is due by January 5, 2024.
- **Monthly plan\*:** The first payment is due by July 5, 2023. Eight additional payments are due by the 5th day of each month through March 2024.

\*This plan requires a one-time \$100.00 fee.

Statements are made available to parents prior to each payment due date.

### III. Additional Fees

#### APPLICATION FEE:

**\$50.00 (new families only)**

Non-refundable. Non-transferable.

#### DEPOSIT:

**\$500.00** (applied to total tuition amount)

Non-refundable. Non-transferable.

For **all returning families**, deposit is due by March 1 with a Re-Enrollment Packet.

**Two-Year-Old program (new students):** Due within two weeks of acceptance, or upon acceptance if the application is submitted after March 1.

**Preschool & Kindergarten and Elementary Programs (new students):** Due May 10, 2023, or upon acceptance if the application is submitted after May 10.

#### COMPREHENSIVE FEE:

**\$75.00** for the Two-Year-Old Program.

**\$200.00** for the Preschool & Kindergarten Program.

**\$300.00** for the Lower Elementary Program.

**\$945.00** for the Upper Elementary Program, Grades 4-6. (Includes the cost of an overnight camp)

This non-refundable fee is due July 5, 2023 with the first tuition payment and provides for all normal classroom supplies, charges for technology (infrastructure and services) and membership dues for the Parent-Faculty Association.

**RETURNED PAYMENT FEE:** A **\$30.00** handling fee is assessed for all payments returned unpaid by your financial institution.

#### LATE PAYMENT FEE:

Tuition payments received in the Business Office after the due date are assessed a **\$30.00** late fee.

### IV. Changing Dismissal Time During the Academic Year

If a change is made in regular hours of enrollment, the tuition difference will be computed from the date of change until the end of the trimester. Tuition is payable as of the requested date of change. Hours of attendance may be changed **only if space is available**, and such arrangements must be confirmed with the Director of Finance.

Limited spaces are available for the 7:30-5:30 program.

## **V. Refund Policy**

School expenses are incurred on an annual basis and therefore most schools take the position that no refunds of charges paid, nor cancellation of unpaid obligations can be made. The obligation by the student's parents or legal guardians to pay the tuition and fees for the full academic year is unconditional and no portion of such tuition or fees so paid or outstanding will be refunded or canceled notwithstanding the absence, withdrawal, or dismissal from Montessori Community School of the student during the academic year. However, this agreement shall be void if the parent or legal guardian notifies Montessori Community School in writing on or before the first tuition payment deadline that their child shall not enroll at Montessori Community School. Montessori Community School's policy on tuition refunds (including students who enroll after the start of the school year) is that the tuition deposit and comprehensive fee are non-refundable. No refunds are made for absence.

## **VI. Optional Programs**

Child care during Winter and Spring Recess may be available, with minimum enrollment, at an additional charge. Summer Programs are available for Preschool and Elementary students and for continuing Two-Year-Old students, or Two-Year-Olds enrolling for the 2023-2024 school year. Separate enrollment is required.

## **VII. Special Programs**

Special programs, such as lunch service, soccer skills, or other programs conducted by outside contractors, are handled directly with that instructor or service contractor, according to policies they have determined and announced.

## **VIII. Other Fees**

**Occasional Care** (offered on a space available basis):

For your convenience, the school offers occasional child care after 2:30 p.m.

Families will be assessed a \$15.00 fee for service between 2:45-4:00 p.m. or a \$30.00 fee for services that extend beyond 4:00 p.m. and up until 5:30 p.m.

(a) This rate is not part of tuition but for extra time on an occasional basis.

(b) For children enrolled in the 2:30 program, occasional care charges will be assessed for those picked up after 2:45 p.m. The exception is pick-up after 5:30 p.m. (see "Late Fee after 5:30 p.m." below).

(c) Occasional care fees will be charged after the close of each month. There is no maximum charge for occasional care.

## **Late Fee after 5:30 p.m.:**

The late fee is to encourage families to pick up their children on time. Should any child be picked up after 5:30 p.m., there is a \$15.00 charge if the child is picked up any time within the first 15 minutes (5:31-5:45 p.m.). After 5:45 p.m., an additional \$5.00 per minute will be charged. The Finance Department will invoice for late fee collection. Repeated pick-up or failure to pay late charges may result in the termination of services to the family.

## **IX. Failure to Meet Financial Obligation**

Montessori Community School expects that families will be financially responsible in handling all payments in a timely manner. Failure to meet this obligation is cause for the termination of services to your family. By electronically signing the Tuition Agreement in the Enrollment Packet, you understand and agree that your obligation to pay the tuition and fees for the full academic year is unconditional and that no portion of such tuition or fees so paid or outstanding will be refunded or cancelled.

## **X. Non-Profit Organization**

The school is a non-profit organization as described under section 501(c) (3) of the Internal Revenue Code. As such, any cash or material donations to Montessori Community School are tax-deductible to the extent provided by law. The school will send you a letter of acknowledgement for tax purposes.

## **XI. Notice of Nondiscriminatory Policy as to Students**

Montessori Community School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded and made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, scholarship and loan programs, athletic and other school-administered programs.