



## Welcome to Les Tournesols Preschool

We look forward to having you and your child join us for the 2018-2019 school year. Our information package includes a Registration Form, a General Information Sheet, a FOIPP Form and a Withdrawal Form. At the time of registration, please return a Registration Form, a signed FOIPP Form and the required cheques or credit card information. Please be aware that our school year ends June 14, 2019, therefore June tuition has been adjusted to half the amount.

The following payment schedule is **due at the time of registration**:

**\$50 non-refundable registration fee. Cheque DATED TODAY or credit card payment processed immediately.**

This fee automatically establishes you as a member of our non-profit society and entitles you to voting privileges at all general and special meetings. It also covers all administrative costs associated with setting up the student for the upcoming school year.

**\$100 Extra Curricular activities fee. Post Dated Cheque for September 1, 2018 or credit card payment will be processed on September 1<sup>st</sup>, 2018.**

This fee funds specialty crafts, as well as bringing cultural activities into the classroom, and field trips outside the classroom.

**Tuition for the month of May 2019. Cheque DATED TODAY or credit card payment processed immediately.**

This cheque guarantees your enrollment, and consequently, you will pay no monthly fee on May 1, 2019 since you have paid this fee up front.

**Post-dated monthly tuition cheques for September 2018 through to April 2019, dated for the 1<sup>st</sup> of every month**

- Tuition for the 3-year-old TUES/THURS MORNING class (2 days per week) is \$135\* a month.
- Tuition for the 3/4-year-old MON/WED/FRI AFTERNOON class (3 days per week) is \$165\* a month.
- Tuition for the 3/4-year-old MON/WED or TUES/THURS AFTERNOON class (2 days per week) is \$135\* a month.
- Tuition for the 4-year-old class MON/WED/FRI MORNING (3 times per week) is \$165\* a month.

**Post-dated monthly tuition cheque for June 1, 2019**

- Tuition for the 3-year-old TUES/THURS MORNING class (2 days per week) is \$67\*.
- Tuition for the 3/4-year-old MON/WED/FRI AFTERNOON class (3 days per week) is \$82\*.
- Tuition for the 3/4-year-old MON/WED or TUES/THURS AFTERNOON class (2 days per week) is \$67\*.
- Tuition for the 4-year-old MON/WED/FRI MORNING class (3 days per week) is \$82\*.

\* Should you decide to pay via credit card, all monthly fees will incur an additional \$5.00 monthly charge for credit card processing. You will however receive a tax receipt for the full tuition amount, including the \$5.00 monthly fee.

**Please be aware that until we have received all of the cheques above or your complete credit card information, we are unable to hold a spot for your child.** In addition, if a cheque should return NSF to the preschool, a \$30 NSF fee will be charged per returned cheque.

**Withdrawal policy**

**One month's notice is needed prior to withdrawing your child from our program.** For example: notice needs to be given by August 1, 2018 to withdraw for September 1, 2018. If one month's notice is not given, we will process payment for one month.

If you have any questions regarding registration, please don't hesitate to contact the school at 780-460-2201.