



Calvary Christian School
Payment Policy
20__-20__

*Payment can be made at school, online, or can be mailed to: Calvary Christian School
15 Redwing Drive
Winchester, Kentucky 40391*

Tuition can be paid per month for 10 months or in full for the year. If you pay in full for the year by July 10th, you will receive a 5% discount. There is a non-refundable registration fee of \$100.00 for new students and \$50.00 for students currently enrolled in Calvary Christian School (considered new student after May 1st). A late fee of \$25.00 will be added to all accounts not paid by the 10th day of each month. The first payment is due July 10th or you will lose your child's reserved spot. There is no tuition payment due in August – only material fees. Subsequent monthly payments resume in September and are due the 1st of each month. The final payment being due May 1st. Tuition will not be reduced for days missed because of illness or vacation.

In the case of a returned check, full payment in cash will be required plus an additional returned check fee of \$30.00. If a second check is returned, tuition must be paid in cash, money order, or cashier's check for the remainder of the school year. No personal checks will be accepted.

If your account becomes 30 days past due, your child will no longer attend CCS and we will begin legal proceedings to collect all monies owed to the school. Once all monies are collected, CCS will send your child's record to the school of your choice.

Since the school's operation is based completely on capacity enrollment, we require two weeks notice and payment of account in full if it becomes necessary to withdraw your child. Accounts must be cleared upon withdrawal.

As a rule, billing for extended care is sent out weekly after the week of care has been provided. If extended care payments are not paid in a timely manner, a \$15.00 fee will be added to the account.

I, the undersigned, have read and understand Calvary Christian School's Payment Policy.

Please Print Name of parent or legal guardian

Child's Name

Signature of parent or legal guardian

Date