

Tuition Policy Statement

As a non-profit ministry of Sierra Bible Church, tuition is the only means by which His Kids Preschool operates. In order to provide the highest quality care, the following policies have been established:

1. Tuition must be paid in advance and is due on the 1st of the month. With Director approval, payments may be split in half, with half due on the 1st and the other half due on the 15th. We accept cash, check or money order. A \$10.00 charge will be assessed when payments are 5 calendar days overdue, and \$25.00 when 10 calendar days overdue. Late fees are cumulative. If payment is not up to date after 15 calendar days, attendance will be terminated until payment is made in full. A \$35.00 service charge will be assessed for all returned checks. After the second returned check, payments must be made by cash or money order only.
2. The financial responsibilities of His Kids Preschool are not relieved when your child is absent; therefore, we do not grant refunds or make exceptions in tuition for absences unless attendance is terminated by the Director or vacation credit is being used.
3. His Kids will grant one week of vacation credit per calendar year. After six months of attendance, the vacation credit can be used. A Vacation Credit form must be completed in order to receive credit. Credit will not accrue from year to year. Vacation credit will be given for the schedule in which your child was enrolled at the time of his/her absence. Vacation credit does not apply to the Before & After Program.
4. His Kids operates on a year-round basis. Children who are absent longer than 15 calendar days, without notification, will be withdrawn. Children who are withdrawn for more than 15 calendar days may re-enroll but must pay the enrollment fee and be subject to any rate or policy changes.
5. An additional charge of \$1.00 per minute, per child will be assessed for each child remaining past 1:00 p.m., 3:00 p.m., or 6:00 p.m. depending on your designated pick-up schedule. His Kids closes punctually at 6:00 p.m.
6. Sibling discounts are available for families enrolling more than one child living in the same household. A tuition discount of 15% will be granted for the second child, and 20% for the third. These discounts will be applied to the child with the lesser tuition rate. Siblings attending The King's Academy and His Kids Preschool are

entitled to the same discount shared equally between both schools. This discount does not apply to subsidy programs, such as Children's Cabinet.

7. A yearly book fee will be collected at the beginning of each academic year and also upon late enrollment. Book fees are listed on the Tuition Cost sheet.

Each child enrolled at His Kids Preschool will be on a 3-month assessment period in order to assure proper placement. We reserve the right to dismiss any child, at any time, that is disruptive to the learning environment of the other children.