



2215 Brandywine Lane
York, PA 17404
717-764-9467

joyfulnoise@zionyork.org

Tuition Policy Agreement
2018-2019 SCHOOL YEAR

FAMILY NAME _____
Last, First

Student's Name Class **2018-2019**

Student's Name Class **2018-2019**

Student's Name Class **2018-2019**

ACKNOWLEDGEMENT:

We, the undersigned, have carefully read the **TUITION AND FINANCIAL INFORMATION** and the **TUITION POLICIES**, and do hereby acknowledge that we fully understand and will adhere to the terms and conditions of this policy as set forth herein:

Father/Guardian's Signature
Social Security # _____

Date

Mother/Guardian's Signature
Social Security # _____

Date

Return Signed Agreement with Registration
and
Payments that are Due at time of Completion

JOYFUL NOISE PRESCHOOL 2018-2019 TUITION POLICIES

While JNP strives to grow our vision and mission, we depend on our tuition dollars to keep the doors open. In order to simplify the process and be consistent, the Board of Directors of Joyful Noise Preschool has adopted a financial policy based off of the ELCA recommendations.

As most parents/guardians are aware, our financial commitments begin before a student actually starts classes. The due dates for tuition and fees are designed to allow us to meet these obligations. Accordingly, The Board of Directors has established the following policies regarding payments, charges, and refunds:

In the event of adverse circumstances parents/guardians are expected to contact the Preschool Director or the Finance Chair of JNP Board of Directors BEFORE a student's account becomes delinquent.

1. Any student with an overdue account from the previous year will not be permitted to attend class in September until the previous year's account is paid up to date or an alternative arrangement has been made with the Director and/or approved by the Board.
2. Each family must return a signed Tuition Policy Agreement with their registration form.
3. The payment options are:

OPTION 1

JNP TUITION AUTO PAY PROGRAM

There are ten tuition payments through Vanco's Simply Giving JNP Tuition Auto Pay Program. **Please complete attached Vanco form, attach a voided check, and return with your registration form.**

Payment 1 (10% of total tuition and \$55.00 material fee) is due upon acceptance to Joyful Noise Preschool;

This payment will be processed on **August 1, 2018**

Payment 2 (10% of total tuition) **September 1, 2018**

Payment 3 (10% of total tuition) **October 1, 2018**

Payment 4 (10% of total tuition) **November 1, 2018**

Payment 5 (10% of total tuition) **December 1, 2018**

Payment 6 (10% of total tuition) **January 1, 2019**

Payment 7 (10% of total tuition) **February 1, 2019**

Payment 8 (10% of total tuition) **March 1, 2019**

Payment 9 (10% of total tuition) **April 1, 2019**

Payment 10 (10% of total tuition) **May 1, 2019**

OPTION 2

PERSONAL CHECKS – For registrations after these dates, please include the appropriate amounts with your registration form.

Payment 1 March 1, 2018 (10% of total tuition and \$55.00 material fee.

Payment 2 August 1, 2018 (45% of total tuition)

Payment 3 January 1, 2019 (45% of total tuition)

A \$50 late fee is charged for payments received after the 10th of the month. Past due notices will be sent after the 15th of the month. If payment is not received by the 20th of the month an additional \$100.00 will be assessed to your account.

4. Students with tuition accounts more than 30 days delinquent will be contacted by the JNP Director or the Finance Director to discuss alternatives available to the family.
5. Tuition and fee payments may be made by the following methods:
 - Option 1
 - Option 2 mailed directly to Joyful Noise Preschool Zion Lutheran Church, 2215 Brandywine Lane, York PA 17404
6. If a student changes his/her registered classes (add/drop) after August 1, 2018, your payment will be adjusted and you will be informed of your new tuition charges. JNP Tuition Auto Pay will be notified.
7. The registration and material fees are non-refundable.
8. A thirty day written notice is required prior to withdrawal of a student. Final month of tuition will not be prorated. Failure to provide notice will result in charges of one additional month's tuition.

We thank you for your cooperation with this matter and of your continuing support to our mission and vision for
Joyful Noise Preschool of Zion Lutheran Church.

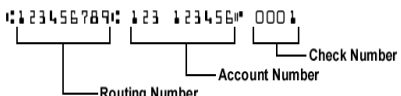
The Board of Directors

KEEP EXPLANATIONS FOR YOUR RECORDS

If you have chosen Option 1, please complete this form and return it with a voided check.

AUTHORIZATION FORM

Joyful Noise Preschool

| FOR OFFICE USE ONLY | STUDENT # | DATE |
|---|---|--|
| Effective date of authorization: ____/____/____ Name of student: _____ | | |
| Type of authorization: <input type="checkbox"/> New authorization <input type="checkbox"/> Change payment amount <input type="checkbox"/> Change payment date | | |
| <input type="checkbox"/> Change banking information <input type="checkbox"/> Discontinue electronic donation | | |
| Last Name | | First Name |
| Address | | |
| City | State | Zip |
| Email | | |
| Tuition Payment Plan: | | |
| <input type="checkbox"/> 10 Month Plan (Aug through May) | | |
| Date of first payment: ____/____/____ (mm//dd/yy) | | Amount of first payment: \$ _____ |
| Date of last payment (optional): ____/____/____ | | Amount of ongoing payment: \$ _____ |
| | | Amount of last payment (optional): \$ _____ |
| CHECKING / SAVINGS | Please debit payments from my (check one): | |
| | <input type="checkbox"/> Savings Account (contact your financial institution for Routing #) <input type="checkbox"/> Checking Account (attach a voided check below) | |
| | Routing Number: _____ Valid Routing # must start with 0, 1, 2, or 3 Account Number: _____  | |
| | I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization. | |
| | Authorized Signature: _____ Date: _____ | |

If using a checking account, please attach a voided check here