

## **JOYFUL NOISE PRESCHOOL 2022-2023 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, 2022**

**Payment 2** (10% of total tuition) **September 1, 2022**

**Payment 3** (10% of total tuition) **October 1, 2022**

**Payment 4** (10% of total tuition) **November 1, 2022**

**Payment 5** (10% of total tuition) **December 1, 2022**

**Payment 6** (10% of total tuition) **January 1, 2023**

**Payment 7** (10% of total tuition) **February 1, 2023**

**Payment 8** (10% of total tuition) **March 1, 2023**

**Payment 9** (10% of total tuition) **April 1, 2023**

**Payment 10** (10% of total tuition) **May 1, 2023**

### **OPTION 2**

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

**Payment 1 March 1, 2022** (10% of total tuition and \$55.00 material fee)

**Payment 2 August 1, 2022** (45% of total tuition)

**Payment 3 January 1, 2023** (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
- a. Payments for non-established monthly charges will be accepted by cash, check or money order payable to Zion Lutheran Church and handed to Arieta Beamesderfer directly.
- b. Scholastic book orders and payments can be placed in drawers marked at the entrances of Joyful Noise. These checks are payable to Scholastic Books.
- c. Fundraising forms and payments will be placed in the drawers located at the entrances of Joyful Noise. These payments are payable to Zion Lutheran Church or otherwise noted.
6. If a student changes his/her registered classes (add/drop) after August 1, 2022, 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 your continuing support to our mission and vision for Joyful Noise Preschool of Zion Lutheran Church.

The Board of Directors

**KEEP THIS PAGE FOR YOUR RECORDS**



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

[joyfulnoise@zionYork.org](mailto:joyfulnoise@zionYork.org)

**Tuition Policy Agreement 2022-2023 SCHOOL YEAR**

FAMILY NAME \_\_\_\_\_  
Last, First

\_\_\_\_\_  
Student's Name Class **2022-2023**

\_\_\_\_\_  
Student's Name Class **2022-2023**

\_\_\_\_\_  
Student's Name Class **2022-2023**

**Payment Choice (please check one):**

Option 1

Option 2

**ACKNOWLEDGEMENT:**

We, the undersigned, have carefully read the TUTION AND FINANCIAL INFORMATION and the TUTION 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 any payments due at time of completion**

**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		
<b>Tuition Payment Plan:</b> <input type="checkbox"/> 10 Month Plan (Aug through May)		
<b>Date of first payment:</b> ____/____/____ (mm/dd/yy)		<b>Amount of first payment:</b> \$ ____
<b>Date of last payment (optional):</b> ____/____/____		<b>Amount of ongoing payment:</b> \$ ____ <b>Amount of last payment (optional):</b> \$ ____
<b>CHECKING / SAVINGS</b>	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: _____ <b>Valid Routing # must start with 0, 1, 2, or 3</b>	
	Account Number: _____ <small>             ⑆ 123456789 ⑆ 123 123456 ⑆ 000 ⑆              └──────────┘                      └──────────┘                      └──────────┘              Routing Number                      Account Number                      Check Number           </small>	
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***