



Tuition Policies

You **WILL NOT** be receiving a monthly bill/statement from our office for your monthly tuition. All payments are due on the first of each calendar month. If at any time you would like a printed statement of your account you may request one, or go online and sign in to your family account to view your transactions. **Monthly statements will be emailed for overdue balances only.**

Tuition and Payment Information

You will be paying for the entire school year. Monthly tuition has been prorated to allow for all Holidays and months containing 5 weeks. There is not a tuition reduction or make-up classes for the Holidays we are closed.

The Registration Fee is due with the August tuition (prorated for ½ month). . All other months are due on the first of each calendar month.

We accept payments by cash, check, and Visa/Mastercard. We also have an automatic draft system for credit cards, or can accept by phone.

We have a very fair policy regarding our payment for tuition and subsequent assessment of late fees. **Payments are due on the first of each calendar month.** Any account unpaid after the fifteenth of the month will have late charges assessed for 10% of the total monthly tuition. Payments may be made at the office or by mail. No credit is given for student absences.

Returned check fee is \$30.00

Any student with an overdue balance of more than 45 days will not be allowed into class until payment in full is received.

If you change your class, add or delete a class or have any questions concerning the monthly charge, please inform someone in the office.

Please make up any missed class within **one month** of your absence if possible; no credit will be given for missed classes.

If dropping a class, please give two weeks written notice. No payments will be refunded.

The quality of our facility and faculty depends upon a system of mutual respect and cooperation. We understand that anyone may make a late payment from time to time, but please consider our payment policies.