

Saint Catherine of Siena Preschool

317 Witmer Road
Horsham, PA 19044
(215) 674-1904

Registration – 2025-2026

- A non-refundable registration fee of \$100.00 per family is required with the application at registration each year.
- If you require Before-Care (AM CARES) and / or After-Care (PM CARES), there is a non-refundable registration fee of \$25.00 per family
- NO STUDENT WILL BE ADMITTED TO SCHOOL UNLESS ALL REQUIRED DOCUMENTS HAVE BEEN COMPLETED, IN PARTICULAR, THE ESTABLISHMENT OF YOUR FACTS TUITION MANAGEMENT ACCOUNT.

Preschool Tuition – 2025-2026

- Tuition for the 2025-2026 academic year is paid in one, two, or ten monthly* installments beginning in July 2025.
- You will receive a 2% discount in you pay in full in July or August.
- The tuition for both the preschool program and AM/PM CARES PROGRAM will be paid through the FACTS TUITION MANAGEMENT SYSTEM.
- If you enroll your child AFTER school has started in September, please contact the Parish Business Manager, Kathleen Werner, at 215-672-2881 or businessmanager@stcatherineschurch.org to make arrangements.
- *If you opt to pay monthly, your monthly payment amount will vary depending on your enrollment date in the FACTS TUITION MANAGEMENT SYSTEM. If your payments begin after July, your monthly payment will be higher based on a reduced number of payments.

Tuition Rates– 2025-2026*

5-day Program (Full Day- 8:30am to 2:30pm):

\$6,900.00 - Annual tuition

5-day Program (Half Day- 8:30am to 11:30am):

\$5,100.00 - Annual tuition

3-day Program: Monday - Wednesday - Friday (Full Day- 8:30am to 2:30pm):

\$6,000.00- Annual tuition

3-day Program: (3 year old only)

Monday - Wednesday - Friday (Half Day- 8:30am to 11:30am):

\$4,500.00 - Annual tuition

Keep this for your records

*Prices subject to change

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Agreement Form – 2025-2026

- Tuition must be paid in a timely manner. If you have a financial hardship, it is your responsibility to contact the Business Manager in the Parish Office.
- There is no reduction in tuition due to any personal vacation or other voluntary absences that result in any child/children not attending school during the school year.
- Services to be provided are limited to child care.
- Parents who are late picking up (after 2:30pm) –Your child will go to the CARES Room and be charged the CARES rate for services.

Withdrawal prior to the end of the school year impacts the mission of St. Catherine of Siena Preschool and the ability to plan financially. If I decide to withdraw my child/children before the end of the 2025-2026 school year end, I must give to the Director a written notice 30 days in advance of the withdrawal date. If I withdraw my child after his/her first 30 days, I will be charged for an additional month of tuition after the withdrawal date. Any child who is removed from the program by the director, will be refunded the remainder of their tuition.

- I agree to update emergency contact form every 6 months or when there are changes.
- I agree to make tuition payments for the 2025-2026 school year for the program I have selected below. (Choose your payment plan is on page 3).
- I have read and understand the St. Catherine of Siena Preschool Tuition Policy and have read the student/parent handbook available on the website.

Name of child (Print): _____

Parent Signature: _____ Date: _____

Admission Date: _____ Withdraw Date _____

Program (circle one): 3 yr. or 4 yr. old program


3 days ___ half (3's only) MWF (8:30-11:30pm)

3 days ___ full MWF (8:30-2:30pm)

5 days ___ half (8:30-2:30pm)

5 days ___ full (8:30-2:30pm)

CARES: AM ___ PM ___



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Preschool Tuition Payment Options – 2025-2026

FACTS Tuition Management website:

<https://online.FACTSmgt.com/signin/3P808>

Tuition payment in FACTS can be made via Bank Draft (ACH) or Credit Card.
See following page for credit card payment details.

Total tuition due for the school year _____
CARES monthly cost for the school year _____

Payment options:

_____ A. Payment in Full** - A single payment via FACTS payable in July or August 2025.

This option entitles the responsible party to a 2% discount. **(No FACTS Enrollment Fee)

_____ B. Two Payments – Two payments via FACTS payable in July 2025 and January 2026.
(\$10.00 one-time FACTS Enrollment Fee)

_____ C. Ten Payments – Ten payment via FACTS payable on the 5th or the 20th of each month beginning July 2025 and ending in April 2026
(\$45.00 one-time FACTS Enrollment Fee)

- Contact the Business Manager for tuition details when enrollment is made after August 2025. Your monthly payment amount will vary depending on the number of monthly payments being made.
- Late Payments: FACTS will charge a \$30.00 fee for any missed payments due to insufficient funds and you may incur a fee from your own bank.

Bank Draft and Credit Card Payments in FACTS:

The FACTS TUITION MANAGEMENT SYSTEM allows you to pay tuition via an automatic bank draft or a credit card.


The credit cards accepted are VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER.

FACTS charges a 2.75% convenience fee for payments made by credit card.

You can change your payment method at any time. For instance, if you sign up with your credit card for payment and decide two months later that you don't want to use it, you can go into your account at FACTS and change your payment to be a Bank Draft (ACH) from either your checking account or savings account and vice versa.

Name of child _____

Parent Sign and date _____



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Before-Care and After-Care Options – 2025-2026

AM CARES and PM CARES are invoiced monthly via FACTS TUITION MANAGEMENT SYSTEM.

AM CARES and PM CARES drop-ins are invoiced monthly from the Preschool office.

Before-Care (AM CARES):

Hours	7:15 - 8:30 AM
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AM CARES:

The earliest drop-off time is at 7:15. The cost is **\$10.00/day**.

In case of a delay due to inclement weather the AM CARES Program will be cancelled.

After-Care (PM CARES):

Hours	2:30 – 5:45 PM
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PM CARES	Cost per Month <u>Per child</u>
Five days per week	\$ 400.00
Four days per week	\$ 380.00
Three days per week	\$ 300.00
Two days per week	\$ 250.00
	<i>Ask about second child discount</i>

PM DROP-IN RATE: For children needing occasional care, i.e., one or two days per month - **\$25.00/day** for the first child; \$10.00 each additional child.

Children must be registered to use the Drop-In Program and subject to availability.

Drop-In payment is due on the day of your drop in.

In case of early dismissal due to inclement weather the PM CARES Program will be cancelled.

Keep this for your records