

## WCPS TUITION PAYMENT SCHEDULE 2023-24

### New Families

Payment Due Dates	2 Day Infant/Toddler	3 Day Infant/Toddler	4 Day Infant/Toddler	5 Day Infant/Toddler	2 Day 2 & 3s	3 Day 2 & 3s	4 Day 2 & 3s	5 Day 2 & 3s	4 Day 4s	5 Day 4s & 5s
Feb. 3 (25%)	\$1005	\$1508	\$2010	\$2512	\$961	\$1442	\$1922	\$2405	\$1922	\$2405
July 7, 2023	\$1508	\$2261	\$3015	\$3769	\$1442	\$2163	\$2884	\$3604	\$2884	\$3604
Jan.12, 2024	\$1507	\$2261	\$3015	\$3769	\$1442	\$2163	\$2884	\$3604	\$2884	\$3604
<b>Total Annual Tuition</b>	<b>\$4,020</b>	<b>\$6,030</b>	<b>\$8,040</b>	<b>\$10,050</b>	<b>\$3,845</b>	<b>\$5,768</b>	<b>\$7,690</b>	<b>\$9,613</b>	<b>\$7,690</b>	<b>\$9,613</b>

- \*If your child is entering the Pre-K 4s program an additional \$100 will be collected, by your child's teacher, to cover field trips.
- \*If your child is entering the Pre-K 5s program an additional \$125 will be collected, by your child's teacher, to cover field trips.

Children enrolled after the beginning of the school year will be charged tuition & fees based on the number of weeks remaining in the school year.

In addition to the tuition installment payments described above, parents must agree to follow all school policies; including that all students must be vaccinated according to the State of TN health department guidelines. All tuition installment payments must be received by WCPS by 2:30 PM on the due dates set forth above. The first tuition installment payment is non-refundable and non-transferrable. WCPS will not refund any part of the first tuition payment under any circumstances.

**All families are required to set up an automated payment account through Tuition Express.** Please return enclosed Tuition Express form with your signed contract. Current families must notify office of any Tuition Express payment changes.

If a child must leave WCPS during the school year, the Director of WCPS must be notified in writing as soon as possible. The withdrawing child's family will not be liable for further tuition installments so long as (1) notification of the child's withdrawal is received at least 30 days prior to the next tuition installment payment due date and (2) WCPS is able to fill the child's vacancy within 2 weeks of receipt of notification of the child's withdrawal from WCPS. This tuition policy is applicable in all circumstances, including the second tuition installment payment, which will require notification of a withdrawal at least 30 days prior to the commencement of the school year.

In the event a child's vacancy is not filled within 2 weeks of receipt of notification of the child's withdrawal from WCPS, the child's family will be responsible for the payment of all remaining tuition installments.

All payment refunds will be less a \$100 administration fee.

Email reminders will be sent out prior to Tuition Express withdrawal. It is the responsibility of the parents to ensure timely payment of their children's tuition installments. Failure to do so may result in removal from the school which will be in the sole discretion of WCPS Advisory Board. A late fee of \$50 is due if any tuition installment payment is not paid within 15 days of the due date on the above schedule (with the exception of the first payment, which is due on February 4th with the signed contract and is **non-refundable**). Additional late fees will be incurred incrementally as outlined in the parent handbook. Tuition is the source of operating funds for the school. Please update credit card or bank information when necessary.

Tuition assistance is available (you MUST check off the box for tuition assistance on the Registration Form). All assistance is confidential.

Thank you,

*Martha Duff*, Director