



## **ABC-Stewart School 2024-2025 Academic Year**

We seek to educate and prepare each child to make life's journey as an independent, responsible citizen of the world. For over 50 years, ABC-Stewart has strived to be the school of choice for families committed to bringing out excellence in all aspects of their child. We incorporate respect, restraint, freedom of choice, and movement into each of our programs. Students are equipped with hands-on learning materials, aiding them through discovery and mastery of key concepts and ideas. Children in our programs learn to think critically. They are innovative, creative, and determined. Montessori education fosters a love for life-long learning and personal growth.

Please note; application and enrollment fees are due each year for each student. These fees help cover many items including consumable materials, emerging technologies, work books, snacks, etc.

The application fee is due upon submitting your application. Current families are given first priority until March 31st. In order to hold your child's place, current students should submit their applications prior to this deadline. New students will be given priority after March 31st. Enrollment fees and tuition deposits are due with your signed contract. All application, enrollment, and deposit fees are non-refundable.

August 31st is our full-day preschool, kindergarten, and first grade cutoff. All children three years or younger by August 31st will attend five mornings. All preschool and kindergarten students, four or older by August 31st, attend nine sessions. Elementary students attend five full days, 8:12 am -3:15 pm. The Seedlings and Saplings toddler program is available for children ages two and three. Students must turn two years old by August 31st to meet the age requirement for the toddler classroom.

Enrollment: Students are placed into classrooms using the following guidelines,

1. Students currently enrolled in our school will have preference over students new to our school.
2. Siblings of current students will be given preference over students new to our school.
3. All students entering a 3-6 year classroom must be toilet-trained by the start of the school year.
4. Whenever possible, the earliest application receives first consideration.
5. Final class placement is made by the school Administrator and Director.

### **Splendid/Extended Days**

Before/Aftercare is available for students daily from 7:30 am-5:30 pm. Before and after school programs are not available during school closures. Please refer to the 2024-25 academic calendar for more information regarding school breaks. If your child attends our before/after care program, you will receive an invoice approximately every four weeks. Whenever your child is at school outside his/her scheduled class time, he/she will be clocked into Splendid/Extended Days. This includes participation in clubs/sports before and after school. Splendid/Extended Day programs are billed \$7.25/hr. It is your responsibility to keep your Splendid/Extended monthly billings/canceled checks as proof of payment. If your child has not been picked up by 5:30 pm, you will be billed \$3 per minute until you arrive.

All returned checks will result in a \$30 fee to your account. We are a small not-for-profit school. We greatly appreciate timely payments.

**A \$500 tuition deposit is due upon acceptance of enrollment. All deposits and enrollment fees are non-refundable. Tuition deposits will be applied towards annual tuition. If withdrawal is necessary prior to May 22, 2025, we require two-months written notification of the withdrawal date/or two months' tuition is due.**

**Payment Schedules:** Monthly payments include an additional \$30 fee per month. If you would like to change your payment plan at any time, it is your responsibility to contact Crystal Anderson at [crystalanderson@abcstewart.com](mailto:crystalanderson@abcstewart.com). It is your responsibility to make payments by the due date listed on the payment plan you select. A late fee of \$30 will be added to your account fifteen days past the due date. An additional \$30 will be added each month until the payment has been made. If your tuition is more than 60 days late, enrollment will be suspended until your account is in good standing. **Important: It is your responsibility to keep invoices and receipts for your records.**

**Tuition payments may be made annually, bi-annually, or monthly. Monthly payments are subject to an additional \$30 fee per payment.** All invoices will be sent by Crystal Anderson, [crystalanderson@abcstewart.com](mailto:crystalanderson@abcstewart.com).

Annual Payment Plan	Bi-annual Payment Plan	Monthly Payment Plan
<p><b>5 Sessions/Morning Student</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$275            *Annual Tuition- \$6,480            1st Payment 7/15/24 \$5,980</p>	<p><b>5 Sessions/Morning Student</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$275            *Annual Tuition- \$6,480            1st Payment 7/15/24 \$2,990            2nd Payment 12/15/24 \$2,990</p>	<p><b>5 Sessions/Morning Student</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$275            *Annual Tuition- \$6,480            7/15/24 through 4/15/2025            \$628 per month/10 months</p>
<p><b>9 Sessions- All Day Pre-K/K</b>            *4 full days/ one half day            *Tuition Deposit- \$500            *Enrollment Fee-\$275            *Annual Tuition- \$8,860            1st Payment 7/15/24 \$8,360</p>	<p><b>9 Sessions- All Day Pre-K/K</b>            *4 full days/ one half day            *Tuition Deposit- \$500            *Enrollment Fee-\$275            *Annual Tuition- \$8,860            1st Payment 7/15/24 \$4,180            2nd Payment 12/15/24 \$4,180</p>	<p><b>9 Sessions- All Day Pre-K/K</b>            *4 full days/ one half day            *Tuition Deposit- \$500            *Enrollment Fee-\$275            *Annual Tuition- \$8,860            7/15/24 through 4/15/2025            \$866 per month/10 months</p>
<p><b>Stewart Elementary</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$475            *Annual Tuition- \$9,550            1st Payment 7/15/24 \$9,050</p>	<p><b>Stewart Elementary</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$475            *Annual Tuition- \$9,550            1st Payment 7/15/24 \$4,525            2nd Payment 12/15/24 \$4,525</p>	<p><b>Stewart Elementary</b>            *Tuition Deposit- \$500            *Enrollment Fee- \$475            *Annual Tuition- \$9,550            7/15/24 through 4/15/2025            \$935 per month/10 months</p>
<p>X _____</p>	<p>X _____</p>	<p>X _____</p>

By signing this form you understand that you must give **TWO months'** written notification of withdrawal date, if prior to the end of the school year, or **TWO months'** tuition is due. You understand **final class placement is made by the ABC-Stewart administration.** You understand that your child's records will be released to another school once all accounts due ABC Learning Centre are paid in full.

Student Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_