

# **LifeShine Tuition Agreement**

By choosing payment options below and signing this agreement, you agree to and commit to the terms of the payment plans chosen for a full session of either 4 or 5 months (Fall / Spring Sessions). Discounts apply for Semi-annual and annual payment plans.

The Fall Session begins in September and continues through December of each year.  
The Spring Session begins in January and continues through May.

## **Program Fee Payment Plans. (Please check one option):**

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**Equal Installments**

**First Child:                      \$110 per Month**  
**Each Additional Child:      \$85 per Month**

First payment is due by the start of Fall and Spring sessions, and the 1<sup>st</sup> Thursday of each month thereafter.

Payment will be considered past due if not received by the 1<sup>st</sup> Thursday of each month and a late fee of \$10.00 will be added to the account balance.

**Semi-annually (approximately 5% discount)**

Fall Session Payment (4 months):

**First Child:                      \$420**  
**Each Additional Child:      \$320**

Spring Session Payment (5 months):

**First Child:                      \$520**  
**Each Additional Child:      \$400**

Payments are due the first day of Fall and Spring sessions.

**Annually (approximately 10% discount)**

Fall & Spring Session Payment (9 months):

**First Child:                      \$890**  
**Each Additional Child:      \$690**

Payment is due the first day of Fall Session.

## **Registration & Supply Fee Payment Plans. (Please check one option):**

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**Annually** \$160 per child for Fall & Spring Sessions

**Semi-annually** \$80 per child in the Fall. \$80 per child in the Spring.

A minimum of one session's fee is due **upon registration** (\$80).

# **LifeShine Tuition Agreement**

**Please initial each section below to acknowledge an understanding of LifeShine payment policies.**

## **Delinquent Tuition/Returned Checks**

\_\_\_\_Any account that becomes thirty (30) days delinquent may result in suspension from LifeShine activities, unless special arrangements have been made with the director. There will be a \$30.00 charge for any returned checks.

## **Withdrawal/Refund Policy**

\_\_\_\_You may withdraw from LifeShine without penalty after completing any full Fall or Spring session. You can do this by forfeiting the re-registration process prior to the following Session. You are welcome to return to LifeShine at any time by mailing in your registration application once again.

\_\_\_\_Any withdrawal from the program prior to the final day of the Fall or Spring session will result in the following penalties:

- *You are required to pay a disenrollment fee of one month's tuition equivalent using the "Equal Installment" fee payment rate.*
- *You may not re-enroll until the next program year.*

\_\_\_\_Annual payment participants who withdraw from the program before the final day of the year, will receive a refund of the remaining balance for full months not yet conducted, less the 10% discount given. Partial months are not included in the "remaining balance".

\_\_\_\_ Semi-annual payment participants who withdraw from the program before the final day of the session will receive a refund of the remaining balance for full months not yet conducted less the 5% discount given. Partial months are not included in the "remaining balance".

\_\_\_\_ In the event of unexpected circumstances beyond the participant's control (e.g. job relocation or financial hardship), the director may grant an early release from the obligations of this Tuition Agreement. Such a decision is at the sole discretion of the director. The withdrawal policy under this provision requires submission of a signed letter declaring reasons for the early withdrawal request.

**We make our financial commitments to Teachers and others based on your commitment to LifeShine. By signing this document, you agree to the terms set forth.**

## **Person Responsible for Payment:**

**Name:** (Please print) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_