

# Happy Hours Preschool Tuition 2023-2024

Happy Hours Preschool Tuition is based on a yearly program fee:

<u>5 Day ~ 9 to 1</u>	<u>3 Day ~ 9 to 1</u>	<u>3 Day ~ 9 to 11:30</u>	<u>2 Day ~ 9 to 1</u>	<u>2 Day ~ 9 to 11:30</u>
\$4,770	\$4,030	\$3,400	\$3,500	\$2,970

In addition to the yearly tuition, a Registration Fee of \$75 must accompany the registration form and is non-refundable. If your child is registered for Happy Hours, then you are responsible for a payment, whether you receive an invoice or not.

Payments may be made via Cash, Check or Credit Card.  
Make checks payable to **Boys & Girls Clubs of MetroWest or BGCMW**, **NOT** Happy Hours Preschool. .

For your convenience, we offer 2 separate payment plans:

## Plan A

One (1) Installment, with a 5% discount, due by September 1, 2023:

<u>5 Day ~ 9 to 1</u>	<u>3 Day ~ 9 to 1</u>	<u>3 Day ~ 9 to 11:30</u>	<u>2 Day ~ 9 to 1</u>	<u>2 Day ~ 9 to 11:30</u>
\$4,532	\$3,828	\$3,230	\$3,325	\$2,822

## Plan B

Nine (9) Installments, invoiced and due as follows:

<u>PYMT</u>	<u>5 Day</u> <u>9 to 1</u>	<u>3 Day</u> <u>9 to 1</u>	<u>3 Day</u> <u>9 to 11:30</u>	<u>2 Day</u> <u>9 to 1</u>	<u>2 Day</u> <u>9 to 11:30</u>	<u>INVOICE</u> <u>DATE</u>	<u>DUE DATE</u>
1 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	8/21/2023	9/1/2023
2 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	9/20/2023	10/1/2023
3 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	10/20/2023	11/1/2023
4 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	11/20/2023	12/1/2023
5 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	12/20/2023	1/1/2024
6 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	1/20/2024	2/1/2024
7 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	2/20/2024	3/1/2024
8 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	3/20/2024	4/1/2024
9 of 9	\$530.00	\$448.00	\$378.00	\$389.00	\$330.00	4/20/2024	5/1/2024
	\$4,770.00	\$4,030.00	\$3,400.00	\$3,500.00	\$2,970.00	<i>Includes Administration Fee</i>	

Tuition payments are due by the 1<sup>st</sup> of each month. A \$25 Late Fee will be added, if we do not receive a payment by the 1<sup>st</sup>.

If you have questions about your invoices, payments or need an address correction; please contact our Finance Assistant; Stacy Duchnowski via phone at (508) 485-4912 ext. 206, via e-mail at [stacy.duchnowski@bgcmetrowest.org](mailto:stacy.duchnowski@bgcmetrowest.org) or by stopping into the Finance Office during the following hours, 9 A.M. - 4 P.M. Monday -Thursday or 9 A.M. - 3 P.M. on Fridays.

*Please indicate your payment preference by checking the box  next to the Payment PLAN above and returning a signed copy of this form.*

Print Child's Name	Parent's Signature	Date
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Final approved 7/12/2023

# Happy Hours Preschool Tuition 2023-2024

## WITHDRAWAL POLICY

Withdrawal forms may be obtained through Barbara Masterson or in the Finance Office.

We require fourteen (14) days written notice in the event that you will need to withdraw your child from Happy Hours Preschool. Families who fail to comply with this requirement will be charged an additional \$150 to cover any monetary loss incurred by the preschool.

You are still accountable for the fees pertaining to the full month/installment. No refunds or discounts will apply for said month.

Withdrawals are no longer accepted after March 31<sup>st</sup>. If you do withdraw after March 31<sup>st</sup>, you will be responsible for the full year tuition, NO EXCEPTIONS.

## REFUND POLICY

Refunds apply to Plan A only, please allow up to 14 business days for proper calculation, and a full 30 business days for the actual refund to be processed. Refunds are no longer available after March 31<sup>st</sup>.

There are NO refunds for Plan B.

## TERMINATION POLICY

In addition to the "TERMINATION" section of the Happy Hours Preschool Parent Handbook. NO credits or refunds will be given if your child is terminated from the program. Families will be financially responsible for paying ALL outstanding balances within a reasonable timeframe.

## PROGRAM CHANGE POLICY

Additions or changes between programs can be made at any time if space is available. You will be charged a fee for each program change of \$20.00. Rates will NOT be prorated during the change month, the higher rate will apply.

## LATE PICK UP FEES

Families whose children are still at the site after the program closes will be assessed a \$25.00 per child late pick up fee for the first 15 minutes and \$1.00 per minute after.

## OTHER

Tuition will NOT be prorated based on your child's start date.

There will be no make-up classes, credits or refunds given for personal absences, family vacations, short or extended family leaves, emergency closings or inclement weather.

Families with an outstanding balance will not be permitted to enroll in ANY of the Enrichment programs offered by Happy Hours or other programming offered by BGCMW. Accounts must be current and in good standing.

Plan B offers a 5% Sibling Discount (if applicable), on the lower tuition price only.

The Finance Office will add a \$25 fee to your account for bounced checks

A \$25 Late Fee will be added, if we do not receive a payment by the 1<sup>st</sup>.