



CHILDREN'S
discovery center

2019-2020 Bi-Weekly Tuition Schedule

TUITION DUE DATE	CLASS DATES	SCHEDULE NOTES
July 29	July 29 - August 9	
August 12	August 12 - 23	
August 26	August 26 - September 6	<i>School Closed</i> - LABOR DAY: September 2
September 9	September 9 - 20	
September 23	September 23 - October 4	
October 7	October 7 - 18	<i>School Closed</i> -IN-SERVICE TRAINING DAY: October 14
October 21	October 21 - November 1	
November 4	November 4 - 15	
November 18	November 18 - 29	<i>School Closed</i> - THANKSGIVING: November 28 - 29
December 2	December 2 - 13	
December 16	December 16 - 27	<i>School Closed</i> - CHRISTMAS: December 24 - 25
December 30	December 30 - January 10	<i>School Closed</i> - NEW YEAR'S EVE: December 31 at 3:00pm <i>School Closed</i> - NEW YEAR'S DAY: January 1
January 13	January 13 - 24	
January 27	January 27 - February 7	
February 10	February 10 - 21	
February 24	February 24 - March 6	
March 9	March 9 - 20	
March 23	March 23 - April 3	
April 6	April 6 - 17	
April 20	April 20 - May 1	
May 4	May 4 - 15	
May 18	May 18 - 29	<i>School Closed</i> - MEMORIAL DAY: May 25
June 1	June 1 - 12	
June 15	June 15 - 26	
June 29	June 29 - July 10	<i>School Closed</i> - INDEPENDENCE DAY: July 3
July 13	July 13 - 24	
July 27	July 27 - August 7	

*Methods of payment: credit cards and Electronic Funds Transfer (EFT) • Additional fees may apply.

where education begins with discovery



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2019 - 2020 Monthly Tuition Schedule

TUITION DUE DATE	CLASS DATES	SCHEDULE NOTES
July 25	August	
August 25	September	<i>School Closed - LABOR DAY: September 2</i>
September 25	October	<i>School Closed - IN-SERVICE TRAINING DAY: October 14</i>
October 25	November	<i>School Closed - THANKSGIVING: November 28-29</i>
November 25	December	<i>School Closed - CHRISTMAS: December 24-25</i>
December 25	January	<i>School Closed - NEW YEAR'S EVE: December 31 at 3:00pm</i> <i>School Closed - NEW YEAR'S DAY: January 1</i>
January 25	February	
February 25	March	
March 25	April	
April 25	May	<i>School Closed - MEMORIAL DAY: May 25</i>
May 25	June	
June 25	July	<i>School Closed - INDEPENDENCE DAY: July 3</i>

*Methods of payment: Credit Cards or Tuition Express • Additional fees may apply.





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Tuition Express

Children's Discovery Center offers you the option of paying your tuition through automatic withdrawal from your bank account. This automatic payment will be a pre-authorized agreement with you, the parent, authorizing Children's Discovery Center to electronically withdraw from your checking or savings account your tuition on a bi-weekly or monthly basis. We will only be accepting automatic payment through your bank account (no credit cards).

We will need the following information from you along with a voided check or bank letter stating your account number and routing number (no deposit slips can be accepted) to set up the automatic payment.

Primary Parent Name: _____ Center: _____

Account Holder Name (if other than primary parent): _____

Bank Name: _____

Checking or Savings

Routing #: _____

Account #: _____

(the routing number is listed first on your check followed by your account number)

PLEASE NOTE: A separate Electronic Funds Transfer Authorization Form MUST be completed. (CHECK ONE BELOW)

____ I have previously completed the Tuition Express Electronic Funds Transfer Authorization, and my banking information remains the same as last school year.

____ I am a new enrollee a returning enrollee, whose banking information has changed since last year. As such, I am submitting a completed Tuition Express Automatic Payment Authorization with **a voided personal check**.

If you are a bi-weekly paying parent, the transfer date will be the end of the day Monday, of current two week period per bi-weekly tuition schedule. If you are a monthly paying parent, the transfer date will be the 25th of the month prior to attendance. If the automatic payment is rejected, you will be charged a \$30 fee and you will need to pay the balance by credit card (a 2.5% processing fee applies).

I, _____, authorize Children's Discovery Center to withdraw sufficient funds from the checking/savings account listed above to pay my child(ren)'s tuition as agreed upon in the parent/guardian contract. I understand that any balance on my account will be included in the automatic deduction of my bank account. I also understand that per my parent/guardian contract, any additional hours/days are to be paid for the week they are taken. If I pay bi-weekly, these additional charges will be deducted along with my normal bi-weekly tuition and if I pay monthly, these additional charges will be deducted on the Monday after the additional time is used. I also understand that if my bank denies the transaction for any reason I will be charged a fee of \$30.

Primary Parent Name: _____ Date: _____



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What is Tuition Express?

Tuition Express is the premier payment processing service in the childcare industry. As one of the many benefits offered by Tuition Express, parents have the ability to receive their payment receipts via email. TuitionExpress.com keeps parents in touch with their childcare center and their personal finances. *Here are some of the features of TuitionExpress.com:*

- Receive all your Payment Receipts via email.
- Email notification of all Non Sufficient Fund (NSF) items or Declined Credit Card transactions.
- View and print Transaction History reports.
- Regenerate past email payment notifications.
- All receipts are Flexible Spending Account qualified (provided center has submitted required data).
- Easy access to change email address to which notifications are sent.

HOW TO REGISTER AT TUITIONEXPRESS.COM

- Your childcare provider will issue you a unique Tuition Express ID number.
- Go to www.tuitionexpress.com and click on "My Account".
- Click the "Click here to Register" link to begin the account set up.
- Enter the Tuition Express ID number and the Last 4 digits of your bank or credit card account number.
- Create a username and password
- Type in your email address and check the box "Receive Notification"
- Click "Submit". When you receive an email from Tuition Express, click on the link to confirm your email address.



What is Tuition Express?

FACTS ABOUT AUTOMATIC PAYMENTS

- Automatic Payments have been around for more than 30 years and use the same network as Automatic Deposits. More than 2 billion transactions a year are made via Automatic Payment.
- Each Automatic Payment is deducted from your account on the due date of each payment cycle so it is easy to track.
- Automatic Payments are confidential transactions. Just one or two people see them. In contrast, checks pass through three to nine hands as they are processed and have all the information available for a criminal to steal your identity.
- Automatic Payments help you maintain a good credit rating because bills are paid on time, every time.
- Record keeping is easy. Each bill paid automatically from your checking account or credit card is listed on your monthly statement.
- Consumers who use Automatic Payment are protected by the Electronic Funds Transfer Act of 1978, known as Federal Regulation E. www.hankersonlinc.com/re~05/205.html
- Automatic Payment saves you money. It costs consumers close to \$100 a year in time and Automatic costs, such as postage, to pay bills by check instead of using Automatic Payment.
- Automatic Payments are great for travelers - since bills are paid automatically, you do not have to worry about them when you are out of town.

