

Raintree Montessori School

2018-2019 Tuition & Fees

Application Fee (new students only)

Toddler/Primary	\$50	Elementary and Erdkinder	\$100
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This nonrefundable fee is due with the Enrollment Application and places the child's name in our waiting list.

Enrollment Deposit (This deposit is due when the child is confirmed for admission.)

Toddler/Primary	\$775	Elementary and Erdkinder	\$850
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TUITION

Tuition is calculated for the entire school year and includes affiliation, equipment, campus and field trip fees (excluding 6th year Chicago trip) and divided into equal payments. For a breakdown of the tuition amount eligible for dependent care, contact the accounting office.

- **Single Payment:** One payment by cash or check due on or before August 1st.
- **Semester Payment:** Two payments by cash or check due on or before August 1st (1st semester) and February 1st (2nd semester).
- **Monthly Payment:** Tuition is paid in monthly installments through Raintree's automatic withdrawal system, Tuition Express.

Financial assistance, concerns, questions, please contact the Accounts Manager at accounts@raintreemontessori.org.

TODDLER & PRIMARY (18 MOS. - 6 YEARS)	Annual Tuition	Payment Options		
		Single Due Aug 1	Semester Due Aug 1 & Feb 1	12 Month Aug- July
Toddler 7:30 AM-5:30 PM (includes lunch)	12636	12447	6255	1053
Primary All Day & "Kindergarten" Year 7:30 AM-5:30 PM (includes lunch)	10788	10632	5343	899
Primary Half Day Morning 8:30 AM -1:00 PM (includes lunch)	7524	7409	3723	627
Extended Hours 7:30-8:30 AM	No charge	No charge	No charge	No charge
Primary Summer Reserve Option: \$500				

ELEMENTARY (1 ST – 6 TH)	Annual Tuition	Payment Options		
		Single Due Aug 1	Semester Due Aug 1 & Feb 1	10 Month Aug-May
Elementary 8:30 AM-3:45 PM	8130	8008	4016	813
Extended Hours 7:30-8:30 AM	720	720	360	72
3:45-5:30 PM	1260	1260	630	126
Lunch	700	700	350	70

6th Grade Chicago Trip (Due Jan 1st) \$550

*New elementary students enrolling after 1st grade are required to pay any missed field trip fees. This fee will be assessed at time of enrollment

ERDKINDER (7 TH & 8 TH)	Annual Tuition	Payment Options		
		Single Due Aug 1	Semester Due Aug 1 & Feb 1	10 Month Aug-May
Erdkinder 8:30 AM-3:45 (includes lunch)	10512	10354	5193	1051
Extended Hours 7:30-8:30 AM	No Charge	No Charge	No Charge	No Charge
3:45-5:30 PM	1260	1260	630	126

The costs associated with frequent off-campus field trips as well as two Odyssey trips are included.

Late Pick-up and Drop-off Before the Schedule Hours: \$5/5 minutes

For occasional stays, contact office for details and rates.

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SCHEDULING POLICIES

Primary Summer Reserve: A family may reserve the primary child's space during the complete summer session by paying \$500. The form must be submitted by March 31, and the fee will be billed May 1st.

The (Kindergarten) Leadership Year: The Montessori primary is a three-year program culminating in an all-day schedule for the "kindergarten" year. The more economical All-Day Primary rate applies.

Schedule Changes: Elementary families must indicate schedule preferences in mid-July. Modifications to schedules made at other times must be made before the 20th of the month prior to the change taking effect, otherwise, a \$35 processing fee will be charged. This applies to early morning, lunch, and late afternoon.

TUITION AND FEE GUIDELINES

Acceptance of enrollment constitutes an agreement that full tuition is due regardless of the number of days that a student attends, and there are no refunds for missed days, extended leave, or early withdrawal from Raintree.

Tuition for all payment plans is a combination of the school tuition and fees. The fee amount includes an affiliation fee (professional accreditation and/or memberships for our teachers with North American Montessori Teacher's Association (NAMTA) and each teacher's Montessori training association (Association Montessori Internationale or American Montessori Society)), an equipment fee (classroom materials and school supplies), a campus fee (maintenance of pools and playground), and an elementary field trip fee.

Discounts:

- Families who have three, or more children enrolled full-time at Raintree receive a 5% tuition discount.
- All discounts apply to tuition, only, and do not apply to extended hours, fees, lunches, or to Camp Raintree.
- Only one discount per family may apply.

Tuition and Fee Schedule is subject to change without notice.

Financial assistance, concerns, or questions, please contact the Accounts Manager at accounts@raintreemontessori.org.

TODDLER/PRIMARY

Should a student withdraw with less than two, full calendar months' notice (two billing cycles), tuition obligations may still incur. Families under the monthly payment plan option will be held responsible for paying the following month's tuition; those under the single or semester payment options may be responsible for additional tuition as well. Enrollment Deposit will be forfeited.

ELEMENTARY/ERDKINDER

If a student withdraws before the end of the academic year, the family is responsible for the tuition payments for that year and the Enrollment Deposit will be forfeited.

PAYMENTS

Billing statements are emailed at the end of the month detailing your student's account. A year-end tax statement is emailed at the beginning of each calendar year. Payments are made through Tuition Express, an electronic funds transfer. Through Tuition Express, your monthly school statement balance is automatically withdrawn from your bank account, or charged to your credit card. Two withdrawal dates are available. Any payments not made through Tuition Express are due the first of the month, unless prior arrangements have been made through the Accounting Office.

Tuition obligations have priority over all other payments (e.g. enrichment classes, Chicago Trip, slumber parties, Camp Raintree). A zero balance is required for a student to move to the next program. If funds are not available during the electronic funds transfer, \$25 will be assessed. Payments that are past due compromise the student's enrollment at Raintree and any continued balance is subject to collections.

ENROLLMENT • WITHDRAWAL POLICIES

ENROLLMENT

- As explained in the Parent Handbook, every year in February, all families complete re-enrollment online for the primary summer and/or the upcoming school year. Applications for the elementary, the Erdkinder, and Camp Raintree are linked and are available on the web site.
- Required paperwork is due mid-May. Failure to complete paperwork will incur a late fee and the child cannot attend until paperwork is processed.
- Raintree may at any time, in its sole discretion, discontinue a student's enrollment, if it determines that the student's behavior is detrimental to the well-being of other students, or the student, parent or guardian repeatedly fails to follow rules and policies as established for the harmony and safety of the Raintree community, or tuition is delinquent. No deposits or fees will be refunded.

WITHDRAWAL • ENROLLMENT DEPOSITS

- At the completion of the child's primary (the leadership year), elementary (6 years), Erdkinder cycle (2 years), 100% of the Enrollment Deposit is refunded.*
- If a family **moves from the Lawrence community or withdraws from Raintree before the end of the program cycle**, a written notice of withdrawal, signed and dated by the parent/guardian, must be submitted to the front office two calendar months in advance of the departure date along with the address of the receiving school, if applicable.
 - ▶ Toddler/Primary - When the above notice is given, the Enrollment Deposit is refunded within 90 days of departure.*
 - ▶ Elementary/Erdkinder - When the above notice is given and **IF the child moves out of the Lawrence community then the Enrollment Deposit is refunded** within 90 days of departure.*

* No enrollment deposits, student records including student reports and references, will be released until all balances are paid in full.

STUDENT RECORDS

- Academic records and recommendations for a student graduating from our primary, elementary, or Erdkinder program will be forwarded to the receiving school upon request.*
- If a student moves mid-year and the family has followed the required steps of withdrawal, records will be mailed to the receiving school upon request.
 - For students who do not complete the program, or leave mid-year, records will be available at the end of the academic year.