

# Raintree Montessori School

## 2019-2020 Tuition & Fees

Application Fee (new students only)

Toddler/Primary \$50 Elementary and Erdkinder \$100

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

### TUITION

Tuition is calculated for the entire school year and includes affiliation, equipment, campus and field trip fees (excluding 6<sup>th</sup> 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 1<sup>st</sup>.
- **Semester Payment:** Two payments by cash or check due on or before August 1<sup>st</sup> (1st semester) and February 1<sup>st</sup> (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](mailto: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)	12848	12655	6360	1071
Primary All Day & "Kindergarten" Year • 7:30 AM-5:30 PM (includes lunch)	11054	10888	5472	921
Primary Half Day Option • 7:30 AM-1:00 PM (includes lunch) • Limited number of spaces •	7649	7534	3786	637
Primary Summer Reserve Option: \$500				

ELEMENTARY (1 <sup>ST</sup> – 6 <sup>TH</sup> )	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	8276	8152	4097	828
Extended Hours				
7:30-8:30 AM	780	780	390	78
3:45-5:30 PM	1347.50	1347.50	673.75	134.75
Lunch	700	700	350	70
6 <sup>th</sup> Grade Chicago Trip (Due Jan 1 <sup>st</sup> ) \$600 Students are expected to be involved in fundraising for the remaining cost of the trip.				
*New elementary students enrolling after 1 <sup>st</sup> grade are required to pay any missed field trip fees. This fee will be assessed at time of enrollment				

ERDKINDER (7 <sup>TH</sup> & 8 <sup>TH</sup> )	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)	10996	10831	5443	1100
Extended Hours				
7:30-8:30 AM	No Charge	No Charge	No Charge	No Charge
3:45-5:30 PM	1347.50	1347.50	673.75	134.75
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

Excessive late pickups will incur a progressive charge.

For occasional stays, contact office for details and rates.

# Raintree Montessori School

## 2019-2020 Tuition & Fees

### 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](mailto: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 in January 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.