

# Payments

During the academic year, a child's monthly tuition is based on the number of hours they are scheduled to attend school for the academic year, divided into ten equal payments (i.e. monthly Sept.-June). During the summer session, a child's tuition is based on the number of hours they are scheduled to attend camp for the session, divided into two equal payments (i.e. July and August). The current hourly tuition rate, and examples of the monthly tuition amounts can be found on the rate page that accompanies the Parent Handbook.

In addition to tuition payments, we have the following fees:

- \$25 registration fee to cover \$20 application processing and \$5 corporation dues (non-refundable)
- \$100 materials fee (\$50 per semester) to cover materials used in your child's projects and play.
- \$200 deposit to hold your requested slot, refundable up to 60 days prior to admission. This amount will be deducted from your first month's tuition.

The WHDCC uses a child care-specific accounting program, Procure, to generate and distribute (via email) monthly tuition bills and statements. Tuition payments are made via Procure's payment processor, Tuition Express. Using Procure/tuition Express, there are a number of electronic payment options including:

- Automatic tuition withdraws via ACH (i.e. bank account) payment.
- Online tuition payments via ACH payment.

**If you sign up for automatic tuition withdraws via ACH payments**, the tuition will be automatically drawn out of your account on the 7th of each month or closest business day afterward. See the rate page for more information.

Balances unpaid at the start of the next billing cycle will be charged a late fee equal to 1% of the unpaid balance. Balances unpaid for more than 30 days will result in review of your account by the Board of Directors. Families with balances more than 60 days past due may be dropped from the program, unless other arrangements are made through the Board of Directors.

For the Cooperative to run smoothly, payment must be made for all sessions the parent has arranged. Tuition allowances cannot be made for a child's absence due to illness, family vacations, domestic problems, or inclement weather.