



# ABERDEEN HALL

## Preparatory School

Teaching Excellence INSPIRING FUTURES Shaping Character

### PRESCHOOL TUITION & PAYMENT POLICY 2019/2020 SCHOOL YEAR

Tuition Fee Schedule	
4 day preschool programme AM	\$ 5,030
4 day preschool programme PM	\$ 5,030
5 day preschool programme AM	\$ 6,280
5 day preschool programme (Mon-Thurs PM, Friday AM)	\$ 6,280
4 day preschool and 4 day daycare	\$ 10,390
5 day preschool and 5 day daycare	\$ 12,990

- A non-refundable \$1,000 deposit per student is required within 10 days of an offer being made by Admissions. A cheque dated February 1, 2019 can be provided to school office or a credit card can be provided to be processed without further notice on February 1, 2019.
- Students who submit forms and deposits more than 10 days after receiving the offer from Admissions will be placed in our wait pool.
- Programme selection is invoiced based on offer made by Admissions. Should you wish to change programme type, please email Director of Admissions, Christina Kuhn, at [christina.kuhn@aberdeenhall.com](mailto:christina.kuhn@aberdeenhall.com) to inquire about availability. Programme changes cannot be guaranteed.

Aberdeen Hall incurs operating expenses on a continuous basis throughout the year. When a student is registered, a place is reserved for the full school year.

FULL YEAR TUITION IS NON REFUNDABLE AFTER APRIL 1, 2019.

Students are enrolled for the entire school year with parents and guardians responsible for the payment of the full tuition fees. No portion of fees will be refunded and all unpaid balances are due immediately in the event of the student's withdrawal or dismissal from the school after April 01, 2019.

**THREE PAYMENT PLAN OPTIONS ARE AVAILABLE.**

- OPTION 1: Full payment on **June 01**
- OPTION 2: Full payment on **August 01**
- OPTION 3: Three installment payment plan (on **Aug 01, Dec 01, March 01 of the following year**)

**THOSE SELECTING OPTION 1, 2 AND 3 WILL PROVIDE THEIR PAYMENT TO THE SCHOOL OFFICE BY APRIL 30<sup>TH</sup> EITHER BY DELIVERING POST DATED CHEQUES OR SUPPLYING THEIR CREDIT CARD INFORMATION OR PREAUTHORIZED DEBIT (PAD) FORMS FOR PROCESSING ON INDICATED DATES.**

**FAMILIES WHO DO NOT HAVE THE PAYMENT TO THE OFFICE BY APRIL 30<sup>TH</sup> MAY BE DEREGISTERED AND THEIR SEAT OFFERED TO FAMILIES ON THE SCHOOL'S WAITPOOL.**

**OPTION 1: FULL PAYMENT ON JUNE 01**

**To be received at the school office by April 30**

Families who choose to pay in full may pay via postdated cheque to the school office, by preauthorized debit (PAD), credit card or by wire transfer. A \$50.00 fee will be charged for any non-sufficient funds (N.S.F.) transaction.

**OPTION 2: FULL PAYMENT ON AUGUST 01**

**To be received at the school office by April 30**

A \$50 per student installment payment option fee applies and will be added to the tuition invoice. Families may pay via preauthorized debit (PAD) or Post Dated cheque at the school office by April 30 or send a cheque in the mail to be received by April 30. A \$50 fee will be charged for any non-sufficient funds (N.S.F.) transaction.

**OPTION 3: THREE INSTALLMENT PAYMENT PLAN**

**To be received at the school office by April 30**

A \$175 per student installment payment option fee applies and will be added to the tuition invoice. Amounts owing may be paid by Preauthorized Payment (PAD) or Post Dated Cheques (August

01, December 01, and March 01 **of the following year**) delivered to the school office by April 30. If choosing the PAD **option please provide a void cheque along with your Tuition Agreement.** The Accounting Department will contact you to make arrangements. A \$50 fee will be charged for any non-sufficient funds (NSF) transaction.

#### **PAYMENT METHODS – DUE BY APRIL 30**

##### **By cheque**

To be received at school office by April 30. (post dated to payment due date(s))

##### **By Preauthorized Debit**

Completed Form and void cheque to be emailed to Parent Billings at [patti.ohara@aberdeenhall.com](mailto:patti.ohara@aberdeenhall.com) by April 30.

##### **By Credit Card**

A \$300 administration fee per student will be applied  
Credit card information must be provided by April 30.

##### **By Wire Transfer or Money Order**

***This option available for Payment Option 1 only, pay in full by June 01***

Please contact Patti O'Hara at [patti.ohara@aberdeenhall.com](mailto:patti.ohara@aberdeenhall.com) if you require Preauthorized Debit or Wire Transfer/Money Order Forms

#### **PROGRAMME CHANGES**

Programme changes after **November 01** will incur a \$50 processing fee and will require one-month notice.

#### **OUTSTANDING ACCOUNTS**

If the student fees remain unpaid at the end and/or beginning of any term, as outlined in the fee schedule, the student will not be allowed to return to or begin classes until the account has been brought up to date. In the event that an account remains unpaid at the end of the current school year, the student will not be permitted to return to Aberdeen Hall for the following school year until the account is fully paid plus interest based on 5% per annum interest rate.