



Children. Families. Community.

Campagna Early Learning Center

Tuition Agreement • Program Schedule • Tuition Rates • Fees

418 South Washington Street • Alexandria, VA 22314 • Tel: 703-549-0111 • Fax: 703-549-2097

Program Schedule: 7am to 6pm (September 1, 2011 to August 17, 2012)

Registration Fees: \$ 75.00 due with application
(Non-Refundable, includes all Supplies and Field Trips)

Tuition Rates:

Part-Day Pre-school: 7am to 1pm, 5 days/week (or any portion thereof): \$187.50 per week.

Full-Day Pre-school: 7am to 6 pm, 5 days/week: \$262.50 per week.

After School Rate: 3pm to 6pm ONLY; \$14.00/day – if space is available (24 Hour notice for this option is needed).

Special
Discount
Available

Special 15% discount for all City of Alexandria employees, including ACPS, all TCC employees and for families with multiple siblings.

PAYMENT POLICY & TERMS

- Monthly Tuition Plan: Monthly tuition payment is due in full on the 1st of the month.
- Payments received after the 5th of the month will be charged a \$10.00 late fee. Provider shall bill parents two weeks prior to the month of service.
- Tuition is due whether the child is present in the school or not. Fees are not reduced for absences, illnesses, closings due to emergencies or inclement weather.
- Checks returned to the Center will incur a \$35.00 service charge. This will be in addition to the \$10.00 late fee if payment is not received by the 5th of the month.
- Failure to pay tuition by the 10th of the month will be considered grounds for automatic disenrollment.
- The child has to be picked up PROMPTLY at 6:00pm. A late fee of \$10 per 15 minutes (or any portion thereof) for delays in picking up my child will be assessed beginning at 6:01pm. **Repeat delays may result in removal of the child from the program.**

PAYMENT METHOD

The payment can be made by Mail or Credit Card (Visa, MC, AMEX or Discover) or dropped off in person at the Finance Department at 418 South Washington Street, Alexandria, VA 22314.

Please note that payments will not be taken at the Site.

CONTACT

For payment information please contact Ms. Sofia Hayes, Billing Administrator at (703) 549-0111, extension 118.

Campagna Early Learning Center - Tuition Agreement (Continued)
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AGREEMENT

I have read and accept the terms of this agreement regarding my financial commitments. The Registration Fee of \$75.00 per child per year is due with my application. Payment of tuition will be made as per the payment policy written above.

I, as parent or legal guardian of _____ (Child's name) have read and accept the terms of this tuition agreement and understand that I am responsible for prompt and full payment of all tuition and fees as stated above.

Signature _____

Date _____

Print Name _____

Relationship _____

NOTE: *If the payment is not made in due time and the services have been provided, The Campagna Center will turn over the account to an outside Collection Agency.*

FOR OFFICE USE ONLY

FINANCIAL OFFICE SIGNATURE: _____

PAYMENT MADE:

CREDIT CARD

CHECK

CASH

FOR AUTOMATIC DEDUCTION OF PAYMENT PER MONTH VIA CREDIT CARD PLEASE SEE THE FINANCE OFFICE TO FILL OUT "**ELECTRONIC BILL PAYMENT AUTHORIZATION LETTER.**"