

JMP Financial Contract 2027-2028

This Financial Contract outlines all policies regarding billing and payment at Joyful Mission Preschool (JMP). All other policies and procedures can be found in the 2027 -2028 Parent Handbook found online at www.joyfulmissionpreschool.org/parent.

Billing and Payment Policy:

- Parents/Guardians have an individual and joint obligation to pay all tuition and fees under this policy.
- Invoices are sent at least 1 day prior to any payment being due.
- Payment is auto collected on the invoice due date with auto pay set up. JMP requires auto pay to be active on your account.
- JMP's operating costs are annual: August - May. Payers on the account remain responsible for tuition and fees regardless of student's absence, or withdrawal (see "Withdrawal Policy").
- Parents/Guardians maintain at least one valid account in Brightwheel and authorize JMP to charge monthly tuition to the account on file each invoice due date (2nd of each month). Parents/Guardians receive notifications when invoices are posted as well as when payments are processed.
- All tuition rates for your child's age are listed on the Enrollment Form and Financial Contract as well as the Tuition Rate Form.
- If parents/guardians receive any tuition assistance, an agreement must be signed by both parties.
- You will be invoiced a late pick up fee of \$1 per minute if you arrive late to pick up.

Fees:

- An enrollment fee of \$300 is due during check in (beginning June 1st). This fee helps with the cost of processing the enrollment form, registration check- in paperwork (online), general health appraisals and immunization recorded keeping.
- A fee of \$15 is charged during check in for families who register for full day programming due to the cost of sheets/nap bags etc.

Enrollment Deposit Policy:

- An enrollment deposit equal to one month's tuition is due to reserve your child's seat. The deposit is credited toward December 2027 tuition if still enrolled. If you withdraw, your tuition deposit is forfeited.

Late Payment Policy:

- A late payment fee of \$25 will be assessed if tuition cannot be collected by the 10th of the month. A fee of \$25 will continue to be invoiced every 10 days until payment is made in full. These fees are due on the invoice due date, billed through Brightwheel.
- Returned payments will be assessed a \$25 processing fee and invoiced for payment.

UPK Eligible Children:

- Must be 4 by October 1st, 2027 but not yet 5
 - Please ONLY use the link we send to fill out the Colorado Universal Preschool (UPK) application.
 - Families agree to pay for the remaining hours per week not funded by UPK at the JMP hourly rate. The UPK rate is published in June 2027 therefore the monthly amount that families are responsible for will be confirmed after that point.
- ***JMP has the right to withdraw from the UPK program with a 30-day notice to the state and families, after which point families will be responsible for full payment***

Vacations, absences and school closures:

- JMP's annual operating costs are based on the 10-month school schedule therefore:
- *Tuition is not reduced in the event of a student vacation or absence from school.
- *Tuition is not reduced during scheduled school breaks and holidays.
- JMP does not give tuition credits or discounts in the event of an unexpected school closure, regardless of reason.

Discounts and Tuition Assistance:

- JMP offers a 10% discount off monthly class tuition for active military, police officer, fire fighter or EMT with valid ID submitted.
- No discounts offered on extended care programs
- Only one discount/tuition assistance can be applied monthly (UPK discounts the JMP tuition rate)
- JMP grants partial scholarships, as our budget allows, to any child who would otherwise not be able to attend our preschool program. Scholarships are needs based and applicants must submit a scholarship application form annually.

Withdrawals:

- Withdrawal of any program requires a 30-day written notice. Tuition for the 30 days will be collected.