

WCS Preschool New-Family Payment Plan

All registration forms DUE with registration payment for 2019/2020

Parents Information

Parent(s)/guardian(s) name: _____ Phone: _____

Address

City

State/Zip

Family e-mail address: _____

Parent(s)/guardian(s) legally responsible for Tuition Contract: _____
First & last name(s) - both names if joint

Students Information

Student name: _____

Student name: _____

Please check (✓) which session your child(ren) will be attending:

___ **Preschool 3,** ___ **2 day** - T, Th or ___ **5 day** - M, T, W, Th, F Half day or All day - check (✓) choice
___ **Preschool 4,** ___ **3 day** - M, W, F or ___ **5 day** - M, T, W, Th, F Half day or All day - check (✓) choice

Payment Options

Please check tuition payment option:

- ___ **Full-Tuition Payment Plan** - Tuition must be paid in full by **Friday, August 9th**. A late fee of \$18.50 will be assessed after Friday, August 23rd.
- ___ **EFT - 10 Month Payment Plan** - Due 5th of the month, August 5th - May 5th.
- ___ **EFT - 10 Month Payment Plan** - Due 15th of the month, August 15th - May 15th.
- ___ **EFT - 11 Month Payment Plan** - Due 5th of the month, August 5th - June 5th.
- ___ **EFT - 11 Month Payment Plan** - Due 15th of the month, August 15th - June 15th.

Please initial the following statement once you have read it:

_____ State regulations require the school to have tuition contracts signed by all parents that choose to pay tuition on a monthly installment plan through Electronic fund transfer (EFT). **When all registration forms are turned in to the school office, a contract will be made and needs to be signed by June 29th.** If registering after June 29th, check with the school office to find out when your contract will be ready to sign.

Signature/Date

Complete other side of this form!



ELECTRONIC FUNDS TRANSFER (EFT)

Warsaw Christian School will offer the option of paying tuition through EFT (Electronic Funds Transfer) for the 2019/2020 school year. School tuition payments will be transferred each month on the 5th or 15th day of the month or the next banking day, if the due date falls on a weekend or holiday.

Late fees and NSF fees will be recovered through electronic transfer at the earliest possible time or by the next month. After a failed attempt the Warsaw Christian School office would then contact you for cash payment of your tuition. Subsequent payments will be applied first to any outstanding balance and then to the current installment. In addition to charges assessed by your bank, WCS will charge you a handling fee of \$10 per NSF occurrence. If an NSF payment is not replaced within 10 days of the due date, a late fee of \$18.50 will be assessed.

If you wish to have the EFT taken from your savings account, check with your bank or credit union. Some financial institutions do not allow EFT's from certain savings accounts. If you have questions concerning the availability of EFT from your account, please contact your bank or credit union directly.

All families making monthly payments need to sign a tuition contract in addition to this form. Please check back with the office to see if your contract is ready to sign.

DIRECT PAYMENTS (ACH)

Please complete all the information below, sign and return this form to the WCS office as soon as possible. **All financial contracts need to be signed at the office. Tuition contracts need to be signed by June 28th. If after June 28th, please contact the school office to find out when your contract will be ready.**

I hereby authorize WCS to debit entries to my bank/credit union account.

In the event of an NSF, I authorize WCS to debit my account for the failed tuition payment, the late fee of \$18.50 if applicable, and the \$10 WCS handling fee per NSF occurrence.

AUTHORIZATION AGREEMENT

Financial Institution Name

Routing Number

Account number

Type of Account: ☐ Checking ☐ Savings

If checking account:

_____ A voided check is attached to this form for my monthly EFT tuition payment.

This authority is to remain in full force and effect until the WCS bookkeeper has received written notification from me of its changes or termination at least 2 weeks prior to the next scheduled payment.

Print name

Date

Signature

Date