

# NCUMP

Newport Center United Methodist Preschool

1601 Marguerite Ave. Corona del Mar, CA 92625

Phone (949) 644-0740 Fax (949) 644-9035 Email preschooloffice@ncump.org

## Student Enrollment Contract Pre-K & Transitional Kindergarten Programs 2025-2026

Child's Name \_\_\_\_\_ Birthday \_\_\_\_\_ Family # \_\_\_\_\_

### PROGRAMS FOR THE 2025-2026 ACADEMIC SCHOOL YEAR

<u>Check Program</u>	<u>Program</u>	<u>Days of Week</u>	<u>Hours</u>	<u>Annual Tuition</u>	<u>20% Down</u>
—	Pre-K	Mon.-Fri.	9:00-2:00	\$16,920	\$3384
—	TK	Mon.-Fri.	9:00-2:00	\$16,920	\$3384

**THE FOLLOWING IS DUE AT THE TIME OF REGISTRATION: \$225 Registration Fee for the first child (\$125 for each sibling attending the same school year), down-payment equal to 20% of the annual tuition of your child's program and a completed registration packet. (Material Fees included)**

#### **PAYMENT SCHEDULE AND TERMS OF PAYMENT:**

All programs are charged by the ANNUAL TUITION of the program. There are two payment options available:

- You can pay in full by check and receive a 3% discount off the total.
- You can pay a 20% down payment at the time of Registration and then the balance can be paid without interest in 8 equal monthly installments via brightwheel beginning in August 2025 and ending in March 2026.

With the monthly installment option, payments are due on the 1<sup>st</sup> of each month through and including March 2026. Payments not received by the 5<sup>th</sup> of the month are delinquent and subject to a 10% late fee. If the payment including late fee is not received by the 15<sup>th</sup> of the month, the child's enrollment can be terminated.

You may pay the balance to your account in full by July 3, 2025, **by check** and receive a 3% discount.

#### **WITHDRAWAL AND REFUND POLICY:**

1. The registration fees are non-refundable.
2. With written notice on or before 12:00 noon on March 28, 2025, 50% of the down payment is refunded.
3. No refunds will be issued after 12:00 noon on March 28, 2025.

#### **Disenrollment Policy from September 1<sup>st</sup>, 2025 through March 1<sup>st</sup>, 2026.**

1. Newport Center United Methodist Requires a 30-day notice to any schedule changes, including disenrollment.
2. If your account is current, and you withdraw prior to the monthly installment being charged between the months of September and March, 50% of the down payment is applied to the monthly installment and 50% is refunded.

The tuition for all NCUMP programs is an annual fee for the entire school year. The payment options are defined above. There will be no pro rata refunds or credits for days that NCUMP is closed for any reason. This applies to health and safety closures or Acts of God.

Parent's Initials: \_\_\_\_\_: By initialing, I confirm that I have read and understand the WITHDRAWAL AND REFUND POLICY AND that all NCUMP program fees are quoted on an ANNUAL TUITION basis.

All withdrawals must be in writing. It is the Parent's responsibility to confirm that the written withdrawal notice is received by the Preschool Office. As a condition of the enrollment of my child in the Newport Center United Methodist Preschool (NCUMP), the undersigned consents to and will comply with the policies set forth above and in the Parent Handbook.  
**SIGNATURE OF THE PERSONS WHO ARE FINANCIALLY RESPONSIBLE FOR THE PAYMENT OF THE FEES OUTLINED ABOVE:**

Parent Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_ Date Signed \_\_\_\_\_

Parent Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_ Date Signed \_\_\_\_\_