

Children of Integrity Montessori Academy

Registration Policy Daycare

REFUND/WITHDRAWAL POLICY:

If at any time you choose to withdraw your child from Children of Integrity, a one month's written notice is required. If notice is received after the 1st of the month, the family will be required to pay for the current month plus one month's tuition.

The New Student fee and Parent Empowerment Program fee are non-refundable.

LATE PAYMENT OF FEES:

N.S.F. charges will be subject to an escalating fee structure. Payments unable to be processed by the bank due to insufficient funds will be subject to a \$25.00 administration fee for the first occurrence which will increase to \$50.00 for the second occurrence and \$100.00 for the third occurrence. Payment privileges will be revoked if there is a third offence, and the balance in full will be required for the remainder of the school year. This will be reviewed annually.