



Anchorage Christian Pre-Elementary School Potty Trained K-2

A Division of Anchorage Christian Schools

6401 East Northern Lights Blvd.

Anchorage, Alaska 99504

Phone: (907) 337-9575 • Fax: (907) 269-3893

Email: sshelton@acsedu.org

Dear Parents:

Thank you for your interest in Anchorage Christian Pre-Elementary School. We appreciate the opportunity to help meet the childcare and educational needs of your family. Our staff realizes our solemn responsibility before God in helping to mold the life and character of the children placed in our care. We try to help you in your God-given responsibility of providing a good Christian foundation for each child's future. We feel honored and blessed that we can assist you in this vital concern of your family.

Please check to be sure all items on the list below are presented or accounted for when you enroll your child. Please leave this page attached to the enrollment packet when you return it. Thank you.

Sincerely,

Susan Shelton
Preschool Director

_____ \$50.00 Registration fee paid at the time enrollment papers are turned in

_____ Enrollment forms completely filled out and signed by all responsible parties

_____ Current physical **within** the last 12 months

_____ Current shot records

_____ First date of attendance

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ANCHORAGE CHRISTIAN K-2 RATE INFORMATION

REGISTRATION FEE: paid annually – non-refundable \$ 50.00

MONTHLY RATE:

AGE 2	\$ 900.00
AGE 3 (if potty trained)	\$ 750.00
Second child discount	\$ 50.00
Each additional child discount	\$ 75.00

DAILY RATE PER CHILD (if applicabale)

AGE 2	\$ 48.00
AGE 3 (if potty trained)	\$ 39.00

Anchorage Christian Schools uses a tuition and childcare invoicing and payment service called TADS. ACS policy requires payment for the first month of care in advance so please be prepared to remit on or before the first day of attendance. Fees will be pro-rated for the first month if a child starts attending after the first day of the month. Our partnership with TADS allows several options to pay tuition and school fees. Your TADS account will be set up through the school finance office, after which you will receive an email with instructions on how to complete your enrollment in the program. If you have any questions, please contact the ACS finance office at 269-3858.

Our advertised rates are pre-pay rates, and payment for the entire month is due on or before the date you select when you complete your enrollment in TADS. A \$50.00 late fee is assessed for accounts not paid by your selected date. The family discount is granted only to those who pay their accounts totally in full on or before the selected date. The parent's portion of the monthly fee for accounts that are not 100% self-pay is due on or before the date you select when you set up your TADS account, and a \$50.00 late fee is assessed for accounts not paid on or before the selected date.

Children may be withheld from class or asked to withdraw without advance notice to parents when accounts become one month in arrears. Fees are not pro-rated for children who are absent for any reason, including closed holidays. If your child is absent for any reason other than withdrawal, the entire fee will be required to hold your child's place. A two week notice is required prior to withdrawal. If the two week notice is not given, you will be responsible for payment for the two weeks following the last day of attendance.

We close at 4:30 pm. A late fee of \$1.00 per minute per child is due and payable to the child care worker at the time the child is picked up.

After reading the financial information carefully, please sign below. "I have read and understand the financial requirements as stated above and agree to abide by them".

Signature of Father (or Sole Guardian)

Date

Signature of Mother

Date