

## Hillview Nursery School

P.O. Box 5  
Broomall, PA 19008  
610-356-8677

Dear Parents,

Our 2023 - 2024 school year is fast approaching! We look forward to meeting new faces and welcoming back returning families.

The following information will answer your questions regarding tuition for this school year. Please note that tuition payments must be mailed to our business manager through our P.O. box. Checks should be made payable to Hillview Nursery School. Please do not send payments to the school. We do not accept cash.

The Board of Directors has adopted the following policy regarding tuition and payments:

1. A non-refundable fee of \$200.00 is to be submitted with the application. This includes a \$100 registration fee and \$100 deposit. The deposit is to be put towards the cost of tuition **and is reflected in the payment information below.**
2. Tuition may be paid in full if desired. Anyone electing to pay in full is entitled to a 3% discount. Payments in full must be received by **August 5<sup>th</sup>**.
3. If a family is sending 2 or more children during the same school year, a 10% discount will be applied to the lesser tuition.
4. There is an 11 month installment payment plan available. See payment schedule below.
5. Regardless of which payment plan is chosen, once the school year has begun, families are responsible for the full year of tuition.
6. Installment payments are due by the **5<sup>th</sup> of each month.**
7. *If tuition in full is not received by the 5<sup>th</sup> of each month, the family will be notified that they will have a grace period of 5 additional business days for HNS to receive their current tuition. At the completion of the grace period, if tuition in full is not received, the family will be notified that their child(ren) will not be able to attend school until HNS receives their current tuition in full.*
8. In response to parents' requests, we have opened a PayPal account to receive tuition payments. **A 4% surcharge will be added to PayPal payments to cover the service fee charged by PayPal.** Please contact the business manager for updated payment amounts and instructions. This is offered for convenience and is not a required method of payment; you may always mail in a check by the 5<sup>th</sup> of the month to avoid additional fees.
9. Any questions or concerns regarding tuition or payments should be addressed to the business manager.

	<u>5 day</u>	<u>4day</u>	<u>3day</u>	<u>2day</u>
Payments August-June	\$420	\$380	\$312	\$237
OR				
Payment in full (by August 5 <sup>th</sup> ) (includes 3% discount)	\$4,480	\$4,050	\$3,324	\$2,520

Please feel free to contact me directly if you have any questions.  
Thank you,

Kathleen Hauck  
Business Manager - Hillview Nursery School  
Email: [mrskathleenhauck@gmail.com](mailto:mrskathleenhauck@gmail.com)