



# Cornerstone Christian School of Jacksonville

## Pre-School Financial Policy

### 2024 - 2025 School Year

#### Childcare Fees and Rates

<b>Age 2 to Age 4</b>	<b>Registration Fee:</b>	\$155.00
<b>Age 2</b>	<b>Weekly Fee:</b>	\$180.00
<b>Age 3</b>	<b>Weekly Fee:</b>	\$170.00
<b>Age 4</b>	<b>Weekly Fee:</b>	\$160.00

#### Collections / Credit Reporting

In the event your student’s account becomes past due, Cornerstone of Jacksonville, Inc. may report the outstanding balance owed to one or more credit bureaus via a collection agency. Outstanding balances will be reported under the student’s primary parent on file and/or the primary account contact on file. In addition, you will be responsible for any court costs, attorney fees, and or collection costs that may be added. Collection fees of up to 50% may be added for the recovery of your debt permitted by law, 15.U.S.C.1692f(1) [section 808(1)].

#### Early Withdrawal Fee

If a student is withdrawn from Cornerstone at any time during the school year, the parent(s)/account holder will be responsible for a withdrawal fee of \$150.00. The parent(s)/account holder will not be refunded any monies paid thus far even if their account has been pre-paid. All testing, registration, book, tuition, and other fees are non-refundable.

#### Expulsion Fee

If a student is expelled by Cornerstone at any time during the school year, the parent(s)/account holder will be responsible for an expulsion fee of \$150.00. The parent(s)/account holder will not be refunded any money paid in thus far even if their account is pre-paid. All testing, registration, book, tuition, and other fees are non-refundable.

#### Holidays, Unexpected School Closures, and Prorated Fees

Weekly Fees are not prorated, therefore the entire weekly amount is due regardless of the number of days a student attends within any given week. This includes all weeks that include a scheduled holiday, where the student only attends, 4 or 3 days during the week and/or any unplanned school closures due to weather.

#### Payment Method

Cornerstone accepts ACH, cash, check, money orders, and credit cards as forms of payment. Payments can be made in the Front Office or online. Do not send payments inside your child’s bookbag. A 5% discount is given, based on the amount being paid, for all payments made via cash.

#### Payment Terms and Late Fees

Weekly Childcare fees for preschool students are due on Monday of each week. Payment must be received, in full, no later than 5:00pm on Monday, to avoid a \$25.00 late fee. If a student’s account is past due two or more weeks, he/she may be removed from Cornerstone’s Program. The payments received are applied to the oldest invoice first. All payments made are non-refundable.

9039 Beach Blvd. \* Jacksonville, FL 32216 \* (904) 730-5500 **Phone** \* (904) 730-5502 **Fax** \* [www.csjax.org](http://www.csjax.org) **Website**

**NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS:** Cornerstone of Jacksonville, Inc admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, or national and ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic programs, and other school-administered programs.

**IRS NOTICE:** Cornerstone of Jacksonville, Inc. is a nonprofit, tax-exempt, organization under Sections 501 (c)(3) and 170 of the IRS Code, and is incorporated and registered in the State of Florida. All donations are tax deductible to the extent allowed by law.

**Time Off / Vacation Request**

Each Preschool Student is allowed up to 2 weeks of unbilled time off, each school year (August 1<sup>st</sup> – July 31<sup>st</sup>). Time Off can be split up into 1-week intervals. Parents must submit a Time Off / Vacation Request Form at least 1 week in advance. If a student is absent for more than 2 weeks within the school year, the full tuition must be paid for the time he/she was absent, or he/she will be removed from the program.

**School Readiness Voucher (Early Learning Coalition)**

For students attending Cornerstone using the School Readiness Voucher, parents are responsible for their student’s Daily Parent Fee, as determined by the Early Learning Coalition. Parents are also responsible for the \$80.00 Registration Fee, due at the time of enrollment.

**Stop Payment / Return Check Fee**

There will be a \$40.00 (or the maximum Florida allows) Stop Payment Fee assessed for any check that a Stop Payment has been applied. Furthermore, a credit card chargeback and/or a check written on a closed account will also be assessed a \$40.00 fee. There will be a \$40.00 (or the maximum Florida allows) Non-Sufficient Funds fee assessed for any returned checks.

**Signature**

By signing below, I acknowledge that I have read and understand Cornerstone of Jacksonville’s Student Financial Policy and received a copy of the Tuition Information and Fee Schedule. Furthermore, you are agreeing to adhere to this policy and accept full financial responsibility for all charges associated with your child named below.

\_\_\_\_\_  
Child’s Name - **Print Full Name**

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Financially Responsible - Parent/Legal Guardian - **Print Full Name**

\_\_\_\_\_  
Financially Responsible - **Signature**

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