

Riverhouse Children's Center Registration/Fees/Tuition

Initial Registration Fee/Annual Fee

The initial Registration Fee is due upon confirmation/intention to fully register your child at the center. The registration fee is non-refundable and does not apply toward your tuition.

- Initial Registration Fee per child: \$150

The Annual Fee is billed every September. Annual fees cover costs of security keys, My Teaching Strategies software, yearly paperwork and overall intake process.

- Annual registration for 1 child: \$100
- Annual registration for 2+ children: \$100-1st child, \$50-subsequent children

Tuition Rates

Riverhouse is open Monday through Friday 7:45am—4:30pm. If a child is picked up after 4:30pm, an immediate \$10 late fee plus a \$1 per minute fee will be applied to your account.

Ages	Classroom	2 days/week (T,TH)	3 days/week (M,W,F)	5 days/week (M-F)
6 weeks – 18 months	Chickadees	\$520	\$780	\$1300
6 months – 18 months	Hummingbirds	\$520	\$780	\$1300
18 months – 2.5 years	Sparrows	\$460	\$690	\$1150
2 years – 3 years	Blue Jays	\$440	\$660	\$1100
3 years – 4 years	Starlings	\$400	\$600	\$1000
3 years – 5 years	Falcons (Upstairs)	\$400	\$600	\$1000
4 years – 5 years	Eagles (Downstairs)	\$400	\$600	\$1000

Drop-In Days/Fees

In the event Riverhouse has an open slot in any given classroom, families have the option to “drop-in” that day at an added fee*

- Chickadees/Hummingbirds/Sparrows: \$75/day
- Bluejays/Starlings/Falcons/Eagles: \$65/day

**drop in rates do not include late pick up charges.*

If you have scheduled a drop in day that you wish to cancel, this cancellation MUST take place 24 hours prior to drop off at 7:45am on the scheduled drop off day. If you fail to give Riverhouse 24 hours' notice you will be charged the full amount for the drop in day.

Financial Agreement

All parents and legal guardians are to fill out the Financial Agreement. This agreement MUST be returned to the Program Director before enrollment.

- Tuition rates are subject to change at any time
- Tuition is invoiced for the upcoming month on the 1st of the current month. Tuition payments are due the 5th and 15th of the month. ACH payments will be processed on the date tuition is invoiced or the 15th of the month if specified. If payments have not been received by the 15th a \$10 per day late fee will be issued unless you have worked out prior arrangements with the Executive Director.

- If you intend to make a schedule change or withdraw your child from our program, a 30-day notice is required; if under 30 days' notice is given you will be charged for 30 days from the date you gave notice of the schedule change or withdraw. Notice must be given in writing to the Program Director, by filling out the intent to change schedule form.
- Riverhouse does not offer vacation/sick credits and does not credit for holiday closures or national holidays in specific months. Tuition is prorated to include all closure dates.
- If your child is sick, or misses a school day, you may not drop-in on another day without incurring a drop-in daily cost; Riverhouse will not trade days of attendance.
- If you fall behind on your tuition payments on any given month, a meeting with the Executive Director will be scheduled to discuss and set up payment options.
- If tuition becomes more than 30 days in arrears, Riverhouse Children's Center reserves the right to withdraw your child's placement
- Unpaid tuition and/or fees will be turned over to collection agencies if payment arrangements are not made within 30 days.

Automated Payments (ACH)

Riverhouse offers parents the option to participate in convenient Automated Payment options. Tuition statements are processed on the 1st and 15th of the month for the upcoming month. Your statement is available through the ProCare System in which you sign your child in and out of care with. Automated Payment processing will automatically collect payment via a ACH (electronic) withdraw from your bank account. Your payment is automatically applied to your invoice (no more paper checks or drop box)! There is no cost to participate in this program. If you choose not to use this option, you will be responsible for timely check payments. Tuition is due by the 15th of each month and a late fee of \$10/day will be charged until payment is received. To participate in the Automated Payment Program, please speak with the Executive Director for more information.

Tuition Assistance Program

Riverhouse offers a Tuition Assistance program designed to financially help families who are in need and who are unable to secure child care assistance through other means such as: Colorado Child Care Assistance Program (CCCAP), Colorado Preschool Program (CPP), Employee Assistance Program (EAP). Applications are accepted biannually and funding is offered to families showing greatest need who have exhausted alternate options. Riverhouse strives to secure tuition assistance funding through multiple fundraising efforts throughout the year. The tuition assistance program is subject to availability of funding and may fluctuate depending upon available funding. In case of an emergency financial situation, please contact the Executive Director, as assistance may be available or arrangements for payment may aid you during this time.