



## Loyola Marymount University

### Tuition Policy June 1, 2023

#### **HOURS**

LMUCC is open on weekdays from 8:00 a.m. to 6:00 p.m. LMUCC is closed for all University holidays as well as for previously determined staff development days. No tuition reductions are made because of these closure days.

#### **FEES**

Children can enroll for full-time or part-time care. Tuition is based upon the schedule option elected. The available schedule options are:

Full-time	5 days/wk (M-F, 8:00 – 6:00)
Part-time	3 days/wk (M,W,F, 8:00 – 6:00)
Part-time	2 days/wk (T,Th, 8:00 – 6:00)

While every effort is made to keep tuition at a reasonable level, parents should expect an annual increase each school year. Current fees as of June 1, 2023 are as follows:

<b>LMU FACULTY, STAFF, STUDENTS</b>				
<b>Children</b>	<b>Full Time</b>	<b>M,W,F</b>	<b>T,TH</b>	<b>Extra Hours</b>
Infants (6wks – 1y*)	2,479	1,737	1,367	22
Older Infants (1y – 2y*)	2,479	1,737	1,367	22
Toddlers (2y – 3.5y)	2,151	1,507	1,185	22
Early Preschool (3y – 4.5y)	1,927	1,352	1,059	22
Preschool (4y – 5.5y)	1,927	1,352	1,059	22
MAC (2.6y – 5.5y)	1,927	1,352	1,059	22

\*Infant center is licensed for children up to 24 months

<b>COMMUNITY</b>				
<b>Children</b>	<b>Full Time</b>	<b>M,W,F</b>	<b>T,TH</b>	<b>Extra Hours</b>
Infants (6wks – 1y*)	3,209	2,247	1,764	22
Older Infants (1y – 2y*)	3,209	2,247	1,764	22
Toddlers (2y – 3.5y)	2,798	1,962	1,539	22
Early Preschool (3y – 4.5y)	2,505	1,754	1,379	22
Preschool (4y – 5.5y)	2,505	1,754	1,379	22
MAC (2.6y – 5.5y)	2,505	1,754	1,379	22

\*Infant center is licensed for children up to 24 months

### **REGISTRATION FEE**

A non-refundable registration fee of \$80 is due at the time of enrollment.

### **DEPOSIT**

A deposit equal to one month's fee is required at the time of enrollment, prior to beginning the program. Parents are required to give 3 weeks written notice when they intend to leave the program. The deposit serves as the last month's payment.

### **ABSENCES AND REFUNDS**

LMUCC operates year-round, and monthly fees must be paid regularly even if absences (due to illness, holidays, or family vacations) occur. Children cannot substitute different days or times to make up for times missed and children cannot be substituted for one another.

### **PAYMENT**

The first month's payment is due at the time of enrollment, prior to beginning the program. Subsequently, payment is due on the first of each month.

Tuition can be paid monthly through automatic checking withdrawal, payroll deduction for LMU employees or be paid quarterly through checks. Checks should be made payable to LMUCC and include the child's full name.

### **LATE FEES: TUITION**

Tuition is due on the first of each month. **A late fee of 10%** of the current month's tuition may be assessed if tuition is not received within **15 days of the first of the month**. Balances not paid in full within 30 days of the initial charge may result in termination of your child(ren)'s enrollment. You will be notified in writing.

### **LATE FEES: PICK-UP**

LMUCC operating hours are Monday through Friday, 8:00 a.m. to 6:00 p.m. Parents are requested to pick up their children promptly by 6:00 p.m. as children cannot be accommodated after closing.

Late arrivals are charged \$1.00 per minute and added to the following month's bill. LMUCC uses the time displayed on the phone of the front office; family members are strongly encouraged to synchronize their watches and clocks accordingly.

### **ENROLLMENT PROCEDURE**

In addition to the application for admission, a packet of enrollment forms must be filled out and signed before the child enters the program. Upon confirmation of enrollment, the Program Director schedules time with parents to review all forms and requirements. Registration is not complete until all paperwork has been received and fees paid. Please make time to do this before your child's first day.

### **AFFILIATION VERIFICATION**

The LMUCC verifies affiliation at the time of enrollment and bi-annually throughout the child's enrollment. It is up to the parent to notify the school if there has been a change in affiliation. Inability to notify the requirement specified above may result in termination of your child's enrollment and loss of your child's security deposit.