

Islamic Society of Baltimore

Al-Rahmah School

Al-Rahmah Nursery and Childcare

2011-2012 Tuition and Fees Policies

Tuition Payment Guidelines

School	Due Date	Overdue Date	Late Charge
Al-Rahmah School	1 st of the month	11 th of the month	\$25.00
Al-Rahmah Nursery and Childcare	10 th of the month. Payment for August due August 1st	21 st of the month	\$25.00

1. Tuition is an annual fee due at the beginning of the school year.
2. For parents unable to pay the full amount at one time, we have established a system of monthly payments.
3. All parents must sign a **Tuition Agreement Form**. This form is part of the registration package and is also available in the ISB Business office.
4. These tuition payments are due according to the above schedule.
5. All tuition payments must be made on time in order for children to remain in school. If a payment is still unpaid at the end of the month, the children will not be permitted to return to school until both the tuition and the late charge are paid.
6. Payment may be made by check, money order, automatic withdrawal, or credit card (A 3% surcharge will be added on to credit card payments).
7. Please note that there is a **\$30.00** returned check fee.

Before and After Care

1. Late pick up fee is \$5.00/15 minutes. After 4:15 the fee is \$1.00 per minute additional.
2. Both Al-Rahmah School and Al-Rahmah Nursery and Childcare provide before and after school care. This service is available according to the rates listed above.
3. Before and After Care monthly registration forms are available in the Aftercare. These forms must be filled out at the time of payment.
4. Before and After Care payments are due the same time as the tuition payments.
5. After Care promptly ends at 6:00 pm.