



111 N Wiget Lane
 Walnut Creek, CA 94598
 (925) 943-5846 • (925) 988-9907 Fax
 Email: info@communityarts.org
 Website: www.communityarts.org

SCHOOL YEAR 2018-2019 TUITION INFORMATION SHEET

CIVIC PARK CAMPUS: 1395 Civic Drive, Walnut Creek

CLASS #	AGES		DAYS	TUITION	DEPOSIT	8 PAYMENTS
4932	Mixed	36 to 57 mos	MTWTh am	\$4,797	\$533	\$533
4960	Mixed	36 to 57 mos	MTuW pm	\$3,452.50	\$383.50	\$383.50

SHADELANDS CAMPUS: 111 N Wiget Lane, Walnut Creek

CLASS #	AGES		DAYS	TUITION	DEPOSIT	8 PAYMENTS
4825	Twos	24 to 35 mos	MW am	\$3,123	\$347	\$347
4826	Twos	24 to 35 mos	TuTh am	\$3,350.25	\$372.25	\$372.25
4827	Twos	24 to 35 mos	MW pm	\$2,884.50	\$320.50	\$320.50
4828	Threes	36 to 47 mos	TuWTh am	\$4,376.25	\$486.25	\$486.25
4829	Threes	36 to 47 mos	TuWTh pm	\$4,160.25	\$462.25	\$462.25
4830	Fours	48 to 57 mos	MTuWFam	\$4,797	\$533	\$533
4831	Fours	48 to 57 mos	MWFpm	\$3,451.50	\$383.50	\$383.50

HEATHER FARM CAMPUS: 500 N San Carlos Drive, Walnut Creek

CLASS #	AGES		DAYS	TUITION	DEPOSIT	8 PAYMENTS
4969	Twos	24 to 35 mos	TuTh am	\$3,098.25	\$344.25	\$344.35
4971	Mixed	36 to 57 mos	MWF am	\$3,555	\$395	\$395

Class Hours

AM classes meet from 8:30am to 11:30am

PM classes meet from 12:30pm to 3:30pm

Potty-Training

Twos Classes: Students in our Twos program do not need to be potty-trained.

Threes Classes: Students are encouraged to be potty-trained by the start of classes.

Teachers will assist parents with potty-training as appropriate.

Fours/Mixed Age Classes: All students must be fully potty-trained before the start of classes.



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SCHOOL YEAR REGISTRATION

Class Hours: Morning classes will meet from 8:30am to 11:30am. Afternoon classes will meet from 12:30pm to 3:30pm.

Deposit: A deposit equivalent to one tuition payment is due at the time of registration. Deposit payment may be made by debit/credit card only – **no cash or checks**.

Tuition: The full year's tuition is due at the time of registration. However, an optional payment plan of nine payments can be offered if you pay by debit/credit only – **no cash or checks**. Payments will automatically be charged between the first and the fifth of each month beginning September 1.

Scholarships: Financial assistance is available on an as-needed basis. To apply for a scholarship, visit our website www.communityarts.org and click on "Financial Aid." Please submit your scholarship application together with your preschool application.

Late registration: Tuitions will be pro-rated for late registration and early withdrawal. A letter detailing the revised payment plan will be sent by email. Pro-rated tuition is based on the number of preschool days for which the student is registered and is charged at a daily rate. New students will not be accepted between April 1st and the end of the school year.

Transfers: Students will not be transferred from one campus or class to another after October 15.

Withdrawal fee: A withdrawal fee of \$75 will be charged for withdrawing after registering. Tuition will pro-rated based on the number of preschool days for which the student is registered. Please notify the registrar at least two weeks before the student's last day of attendance.

Payment Options:

- **Option 1:** Pay the tuition in full at the time of registration.
- **Option 2:** Provide a debit or credit card number which we will charge as scheduled:
 - The first payment is due at the time of registration
 - Subsequent payments will be charged automatically on the first of each month starting on September 1.
 - **We cannot accept checks** if you choose to use the monthly payment plan



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**SCHOOL YEAR 2018-2019
 REGISTRATION FORM**

CHILD'S INFORMATION			
Last Name:	First Name:	Date of Birth:	Age as of 9/1/18: Years: Months:
Address:		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
City, State, Zip		Check One: <input type="checkbox"/> New Student <input type="checkbox"/> Current Student <input type="checkbox"/> Sibling	

MAIN CONTACT INFO: (The person who gets called first for everything)		ALTERNATE CONTACT INFO: (The person who gets called second for everything)	
Name:	Relationship:	Name:	Relationship:
Address (if different from above):		Address (if different from above):	
City, State, Zip		City, State, Zip	
Mobile Phone:	Home Phone	Mobile Phone:	Home: <input type="checkbox"/> Cell <input type="checkbox"/> Work
Primary Email (required – print clearly):		Secondary Email (print clearly):	
Only if divorced: Custodial parent? <input type="checkbox"/> yes <input type="checkbox"/> no		Only if divorced: Custodial parent? <input type="checkbox"/> yes <input type="checkbox"/> no	

Please prioritize your choices by writing the numbers 1, 2, 3, etc. in the priority column.

CIVIC PARK CAMPUS: 1395 Civic Drive, Walnut Creek

PRIORITY	CLASS #	AGES		DAYS	TUITION	DEPOSIT	8 PAYMENTS
	4932	Mixed	36 to 57 mos	MTWTh am	\$4,797	\$533	\$533
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	4971	Mixed	36 to 57 mos	MWF am	\$3,555	\$395	\$395

Received date, time & initials

A \$75 withdrawal fee is charged for withdrawing after registering
School Year: August 27, 2018 to May 31, 2019
Morning Hours: 8:30am to 11:30am
Afternoon Hours: 12:30pm to 3:30pm



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**SCHOOL YEAR 2018-2019
PAYMENT PLAN**

Please fill out the authorization form below and return to the registration desk at the Center for Community Arts, 111 N Wiget Lane, Walnut Creek.

We have two payment options:

OPTION 1: Pay in full at the time of registration.

OPTION 2: Provide your debit or credit card number which we will charge on the first day of each month as scheduled:

- The first payment is due at the time of registration.
- Subsequent payments will be made on the first of each month as scheduled on the tuition chart.
- We cannot accept cash or checks if you choose to use the monthly payment plan

Student's Name:

Visa MasterCard Discover American Express

Card #: _____ Exp: _____ CVC _____

Cardholder Name (as it appears on the card): _____

Billing Address: _____

City, State, Zip: _____

Automatic Credit/Debit Payment Authorization:

I hereby authorize the City of Walnut Creek to charge my credit/debit card for payments as scheduled on the first day of each month.

Your Signature:

Print Your Name:

Date of Authorization: