Tuition Based Preschool
(10-Hour Full Day)
Billing and Program FAQs

How much is the tuition?
Tuition for the 2019-2020 school year is $14,617 plus a one-time $50 enrollment fee from Smart Tuition. At the time a slot is offered a nonrefundable $700 deposit will be collected. The deposit will be credited to the annual tuition, and applied to the last month’s payment, making that final month $700 less. This deposit will only be refunded if the room fails to open. Deposits are not required for pending or waitlisted families. This is for a ten hour day on the Chicago Public School regular elementary school student schedule.

<table>
<thead>
<tr>
<th>Month</th>
<th>Payment Amount</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 2019</td>
<td>$1,461.70 (Monthly) + $50 (Smart Fee) = $1,511.70</td>
<td>$13,155.30</td>
</tr>
<tr>
<td>September 2019</td>
<td>$1,461.70</td>
<td>$11,693.60</td>
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<tr>
<td>October 2019</td>
<td>$1,461.70</td>
<td>$10,231.90</td>
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<tr>
<td>November 2019</td>
<td>$1,461.70</td>
<td>$8,770.20</td>
</tr>
<tr>
<td>December 2019</td>
<td>$1,461.70</td>
<td>$7,308.50</td>
</tr>
<tr>
<td>January 2020</td>
<td>$1,461.70</td>
<td>$5,846.80</td>
</tr>
<tr>
<td>February 2020</td>
<td>$1,461.70</td>
<td>$4,385.10</td>
</tr>
<tr>
<td>March 2020</td>
<td>$1,461.70</td>
<td>$2,923.40</td>
</tr>
<tr>
<td>April 2020</td>
<td>$1,461.70</td>
<td>$1461.70</td>
</tr>
<tr>
<td>May 2020</td>
<td>$1,461.700 - $700 (Deposit)= $761.70</td>
<td>$0</td>
</tr>
</tbody>
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Who manages tuition collection?
The SMART Tuition Management System is responsible for the monthly collection of tuition payments. Tuition payments may be paid by check, money order, or automatic checking account deduction. Online credit and debit options, as well as making payments at 7-11, are also available; however, a small fee is charged for using these options. SMART Tuition Management also charges a one-time processing fee of $50 for using their system.
How do I set up a payment plan for tuition?
Once you accept a slot for your child in the program you will be able to set up a SMART Tuition account at enrollwithsmart.com. Further instructions on this process will also be given after a slot is offered.

Once the account is set up, and the application and deposit check are received by the CPS Finance office, tuitions will be loaded onto the account and the account activated. At that time you will have the opportunity to select your method of payment. Returning families are automatically rolled over into the next year, however, method of payment will have to be reset.

The Tuition-Based program may assist in setting up accounts for families. However it is ultimately the responsibility of the family to assure that an active account is in place. Any Smart Tuition accounts set up by the Tuition-Based Program are set, by default, to “mail-in invoice”.

When is the tuition payment due?
Tuition is due on the 20th of each month, billed from August through May. Tuition payments are to be up-to-date at all times. Tuition is due on the 20th for the upcoming month. If payment has not been received by the 25th of the month, a $40 late fee will be charged to the account.

On the first of that new month an email and letter will be sent notifying the family that unless payment is received by the 15th day of that month the student will be removed. For example, your child will be removed from the program if the August 20th payment has not been received by September 15th.

- 20th of each month - Payment Due
- 25th of each month - Late Fee Added
- 1st of each month - Student Removal Letter and Email sent
- 15th of each month - Student Removed (Slot is opened to new students)

A child may return if there is space and all balances are paid. Any closed accounts with unpaid tuition will be turned over to a collection agency.

The Tuition Based Preschool program does not receive funds from Chicago Public Schools (CPS), the city of Chicago, or the state of Illinois. The program is entirely funded by the tuitions. This includes teacher and teacher assistant salaries and benefits, as well as classroom equipment and supplies.] Therefore, timely tuition payments are critical for the successful operation of the program.

If a child is withdrawn, any unpaid tuition balance is still owed. If not paid, the account will be sent to a collection agency.
Do you offer financial aid?
Financial aid is not available.

Are there any tuition discounts?
There is a 5% discount for paying in full at the beginning of the school year and a 5% family discount for having more than one child in the Tuition-Based Preschool program. Contact Pat McCaughey at pamccaughey@cps.edu for complete pay-in-full instructions and amounts.

How are slots filled?
Each individual school is responsible for collection of applications and deposit checks and the filling of slots. Contact a particular school for its selection criteria. Applications may be turned in to a school as soon as the application is available at https://cps.edu/Schools/EarlyChildhood/Pages/Tuition-basedpreschool.aspx. This generally happens in mid-September for enrollment in the following school year.

Are full tuitions charged for months with school vacation weeks in them?
Yes. The tuition is an annual amount that is spread over ten equal monthly payments, regardless of how many actual weeks of student attendance there are in any given month.

Who do I contact for more information about the program?
If you need additional information regarding the Tuition-Based Preschool program, contact Pat McCaughey at 773-534-3845 or email pamccaughey@cps.edu.

Additional Information

How are refunds and partial year accounts calculated?
For students enrolling after the school year starts the tuition is calculated based on the number of days remaining in the school year and prorated over the remaining months of billing. For 2019-20 the school year is 179 days and new student tuition is $14,617. Therefore, the daily amount for calculation of refunds and proration of partial year accounts is $81.66.

Refunds are calculated based on this daily amount. Amount paid (the total paid through the Smart Tuition system and the $700 prepaid deposit) is calculated. This is compared to days of enrollment. Any overpayment is refunded. Any underpayment is the remaining balance. If a child is withdrawn, any unpaid tuition balance is still owed. If not paid, the account will be sent to a collection agency.
The refund/balance formula:

For school year 2019-20 tuition is $14,617 for all students.

There are 179 days of school. $14617 / 179 days = a daily rate of $81.66

Refund or balance formula:

Total days of enrollment x daily rate is Total CPS Tuition Owed
Total Paid to Smart + $700 deposit - $50 Smart fee – any Smart late fees = Total CPS Tuition Paid
Total CPS Tuition Paid - Total CPS Tuition Owed = refund or unpaid balance

Setting up a prorated account:
Multiply remaining days of school by daily rate.
Spread that amount over remaining months of school once Smart account is set up. Subtract $700 deposit from last month.

Refunds are paid via check mailed to the address on file with Smart Tuition.

5% discount calculations for siblings who pay in full

Tuition1 + Tuition2 = Total Tuition
Total Tuition - 5% = Sibling Discounted Tuition
Sibling Discounted Tuition - 5% = Pay in Full/ Sibling Discount Tuition
Pay in Full/Sibling Discount Tuition - deposit = Final Balance