**REGISTRATION PACKAGE INFORMATION**

Welcome to the Arrowsmith Independent School Community! Here is some info to help you navigate the Registration Package and tuition payment. The registration package is a lot of information. Fortunately, once you have completed this registration package, we will not require you to repeat this every year. We do ask that you inform the office if any info has changed (Phone #’s, emergency contact info etc.)

Some of the information in the Registration Form is a requirement from the Ministry of Education and we are held accountable that we receive it.

The following are mandatory documentation to be on file, needed at start of school year:

* Photocopy of Care Card and Birth Certificate (both sides) in case of emergency.
You are welcome to bring these items to the office for photocopying.
* Legal Residency Form (included in registration package.

Please be sure that you have included this information when you submit your registration.

**TUITION INFORMATION**

**Tuition**
It is our pleasure to provide ALL SCHOOL SUPPLIES for your child at no extra cost to you!

This serves a couple purposes. When all children have the same supplies, there are fewer issues with jealousy, quality, and quantity. Arrowsmith Independent School uses high quality supplies from Germany for our Art Program, as well as specific supplies that have been proven to be more durable and shine above other brands. For this reason, we ensure that ALL students have access to such quality, by including School Supplies in your tuition.

Tuition can be paid in full, upfront, to receive an additional 5% off, or you may choose to pay monthly. Post-Dated cheques or e-transfers are the preferred monthly payment method, as it assures continuous and hassle-free tuition payment. When school starts in September and onward, tuition is due on the 1st or 15th of each month.

**Fees**

Tuition for the entire year is $9,000, or $900 per month

-20% for 2nd child ($7,200)

-25% for 3rd child ($6,750)

-5% off TOTAL if paying upfront in full.

**Deposit**
A deposit equal to one months’ tuition is due upon Registration. This Deposit holds your child’s spot in our program and is used if your child is withdrawn from our school without one month’s notice. If you choose to withdraw your child form our school with at least one month’s notice, you may use your deposit as your last month’s tuition payment, or have it reimbursed. Your deposit rolls into the following year if continuing at our school.

**Payment**

There are some options for payment:

* Etransfer to: payments@arrowsmithlearning.ca
* Post-dated cheques for the year
* Cash
* Money order/Wire transfer