



Preschool 2025 – 2026 Tuition & Fee Schedule

Application Fee (New Students Only)	\$50 Per Student; Due with Admissions Application
Enrollment/Re-Enrollment Fee	\$150 per NEW student \$150 per RE-ENROLLING student if re-enrolled on/before March 31 st \$200 per RE-ENROLLING student if re-enrolled on/after April 1 st Due with completion of the online enrollment/re-enrollment packet
Snack/Activity/Curriculum Fee (Full Day)	\$425 Per Student; Due August 1 st Annually
Snack/Activity/Curriculum Fee (Half Day)	\$225 Per Student; Due August 1 st Annually

Note: All fees are non-refundable.

Tuition for 2025-2026

Full Day (8:00 – 3:00) 3 – 4-Year-Old

Days per Week	1 st Child	2 nd + Child
5 Days	\$7,650	\$7,400
4 Days	\$7,050	\$6,800
3 Days	\$5,650	\$5,400

Half Day (8:00 – 11:30) 3 – 4-Year-Old

Days per Week	1 st Child	2 nd + Child
5 Days	\$5,050	\$4,800
4 Days	\$4,700	\$4,450
3 Days	\$3,750	\$3,500

Full Day (8:00 – 3:00) 2-Year-Old

Days per Week	1 st Child	2 nd + Child
5 Days	\$7,900	\$7,650
4 Days	\$7,250	\$7,000
3 Days	\$5,900	\$5,650

Half Day (8:00 – 11:30) 2-Year-Old

Days per Week	1 st Child	2 nd + Child
5 Days	\$5,250	\$5,000
4 Days	\$4,800	\$4,550
3 Days	\$3,950	\$3,700

Multi-Child Discounts

Discounts referenced above in tuition tables are awarded to students with siblings in PCS Preschool or K-12.

Make-up Days / Prorated Tuition

Due to room capacity, we are unable to schedule make-up days missed due to inclement weather, illness, or any other days off; this includes a state or community public health threat/emergency. Tuition will not be prorated.

Due to staffing costs, we are not able to provide care during calendar breaks, summer breaks, early dismissal days, or in-service days.

Late Payment Policies

1. Tuition and other school expenses that become past due will be subject to a late fee of \$25 per occurrence.
2. Tuition and other school expenses that are past due could result in student(s) being withheld from attending school until past due amounts are made current.
3. Student(s) will be withheld from starting school if there is a prior year past due balance.

Mid-Year Withdraw Policy (Effective August 1st, 2025)

In order to initiate a mid-year withdrawal, you must (1) contact the Preschool at 502-429-3727 x212 or preschool@portlandchristian.org, and (2) complete a Withdrawal Form located in FACTS Family Portal.

For students who withdraw after the start of school, tuition will be due on the following schedule:

- If the withdraw date is on/before Sept 30th, 35% of annual tuition is due, plus all outstanding fees.
- If the withdraw date is between Oct 1st to Nov 30th, 50% of annual tuition is due, plus all outstanding fees.
- If the withdraw date is between Dec 1st to Jan 31st, 75% of annual tuition is due, plus all outstanding fees.
- If the withdraw date is on/after Feb 1st, 100% of annual tuition is due, plus all outstanding fees.

FACTS Tuition Management

PCS has contracted with FACTS Tuition Management Company for the processing of tuition payments. All tuition payments must be submitted and processed through FACTS. The following payment options are available:

Pay in Full Plan

Annual payment of Tuition is drawn from your account on June 15th, 2025. A **\$25 annual processing fee per family** is required for using this service and will be automatically drafted from your account by FACTS within 14 days of the agreement being posted to the FACTS system.

Pay In Full Discount

Families who pay their tuition and fees in full by June 15th, 2025 will receive a discount of 3% per student.

Semi-Annual Plan

Semi-annual Tuition payments are drawn from your account on August 1st, 2025 and Jan 1st, 2026. A **\$25 annual processing fee per family** is required for using this service and will be automatically drafted from your account by FACTS within 14 days of the agreement being posted to the FACTS system.

Monthly Plan with Down Payment of Fees

Monthly Tuition payments are drawn from your account from August 2025 thru May 2026. A **\$55 annual processing fee per family** is required for using this service and will be automatically drafted from your account by FACTS within 14 days of the agreement being posted to the FACTS system.

Monthly Plan without Down Payment of Fees

Monthly Tuition payments are drawn from your account from June 2025 thru May 2026. This results in a lower monthly payment than the *Monthly Plan with Down Payment of Fees*, but the payments start earlier. A **\$55 annual processing fee per family** is required for using this service and will be automatically drafted from your account by FACTS within 14 days of the agreement being posted to the FACTS system.

Other Fees (Effective as of 12/20/2024 – SUBJECT TO CHANGE)

Late Payment Fee	Please refer to Terms and Conditions on the FACTS website for late fee policy and amounts.
Returned Payment Fee	FACTS fee of \$30 per occurrence

Non-Discrimination Policy

Portland Christian Preschool does not discriminate on the basis of race, color, national or ethnic origin in the administration of our educational policies, admissions procedures, or other school-administered programs.

Tuition Contact Information

Email: tuition@portlandchristian.org