



**Extended Day Program  
Pre-K Extended Day Program  
2023-2024 School Year**

The Pre-K EDP charges are included in the tuition amount with the exception of any late pick up charges.

**LATE POLICY:** There will be a \$3.15 per minute charge up to 5:05 pm and a \$5.15 per minute charge thereafter.

We will use the account information that you provide on your Direct Tuition Withdrawal Authorization form for any late pick up charges.

Parents and/or guardians consent to pay in a prompt, timely manner.

\_\_\_\_\_ Father/Guardian \_\_\_\_\_ Date

\_\_\_\_\_ Mother/Guardian \_\_\_\_\_ Date

Student Name(s) \_\_\_\_\_

**SAINT ANDREW CATHOLIC SCHOOL**  
**DIRECT TUITION WITHDRAWAL AUTHORIZATION FORM**

Please mark all that apply. If a separate account is needed for each withdrawal please complete separate forms.

- New Student Account
- No Change
- Change in Previous Account Information

Please **ATTACH A VOIDED CHECK.** (Do Not attach a deposit slip)

Name (as shown on bank account) \_\_\_\_\_

Address \_\_\_\_\_

City/State/ Zip \_\_\_\_\_

Home Phone/ Daytime Phone \_\_\_\_\_ / \_\_\_\_\_

Student Name/ Grade \_\_\_\_\_ / \_\_\_\_\_

Checking\_\_\_ Savings\_\_\_

**FINANCIAL INSTITUTION** \_\_\_\_\_

\_\_\_\_\_  
**TRANSIT ROUTING NUMBER**

\_\_\_\_\_  
**BANK ACCOUNT NUMBER**

I authorize Saint Andrew Catholic School to automatically deduct my monthly EDP Tuition Payments from the above referenced account. I understand that this authorization will remain in effect until I provide written notice of termination in such a time and in such a manner as to afford Saint Andrew Catholic School a reasonable opportunity to act on it (*a minimum of 7 business days' notice prior to effective date*). I understand that it is my responsibility to notify Saint Andrew Catholic School of any changes in student(s) enrollment. I understand that Saint Andrew Catholic School reserves the right to terminate this service at any time.

\_\_\_\_\_  
**ACCOUNT OWNER'S SIGNATURE (Required for validation)**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**DATE**

Terms of service: Debits will be made on the 15<sup>th</sup> business day of each month of each school year the student(s) is enrolled unless that day falls on a weekend or other bank holiday. In the event that the 15<sup>th</sup> falls on a non-banking day, the debit will be processed on the

next available business day. Saint Andrew Catholic School is not responsible for bank account charges, NSF or other bank fees, or overdrafts caused by automatic transactions. SAINT ANDREW CATHOLIC SCHOOL will assess a \$25.00 fee on all transactions returned by the bank.