

How do I pay Tuition?

Monthly Tuition Installments are due and payable by the 1st of every month. Regular installment payments are due in May (Tuition Deposit) and then again in August thru April. Your May tuition is the next school years Tuition Deposit if returning.

Tuition installments are paid via cash, check, debit card or automatic bank draft.

Paying Online at **myprocare.com**:

Please create an account using the email address you registered for preschool with. You can also access your statement at any time using this service.

Automatic Draft:

Automatic drafts will be drafted on the first of the month or the first business day thereafter. COJ accepts a bank account or debit card for automatic draft. The form can be found on our website, cojpreschool.org under the "Registration Info" tab.

Check or Cash:

Cash or checks can be placed in your child's folder. Please let the teacher know to look for it. Administration will be checking children in and out every day. Cash or check may be dropped off with administration in the mornings or afternoons during drop off and pickup.

Families who wish to pay tuition for the entire year should contact the preschool office for the total amount due. Otherwise, tuition installments will be billed on the 15th of the previous month and email statements will be sent.

Any tuition and payment questions can be directed to the Financial Administrator, Kristi Allen at kallen@cojpreschool.org. Thank you!