



Manzano Day School

Tuition Refund Plan 2022 - 2023

This Plan provides for allowance of tuition recovery in the event of a withdrawal of a student from Manzano Day School, for any reason (including medical reasons, voluntary withdrawal or dismissal), within specified time frames.

Participation: Participation in this plan is **required** on the Semester, 9 Month, and 12 Month payment plans. The Tuition Refund Plan is optional for those on the Single Payment Plan. If you have selected the Single Payment Plan, you will have the option to opt into the Tuition Refund Plan **only at the time of contract**; it cannot be purchased after the contract has been submitted and accepted by the School.

Cost: The cost per year of the plan is \$190.00, which is non-refundable. Upon acceptance of the contract, you will be billed \$190.00, due immediately, for the Tuition Refund Plan, if selected or required.

Coverage: The school year upon which benefits are based consists of nine-and-a-half months commencing with the first day of formal academic instruction. If a student is withdrawn for any reason from Manzano Day School after May 15, 2022, full tuition will be charged. If you have purchased the Tuition Refund Plan, the School will refund 60% of the prorated tuition for the remaining school year. The financially responsible person(s) is(are) responsible for 40% of the remaining school year's tuition. Any remaining balance must be paid within 30 days after receiving a final itemized statement.

The plan does not cover the following events:

1. Damage or Destruction of any part of the school facility due to any cause whatsoever.
2. Inability of the school to operate and provide formal academic instruction, as more specifically set forth in the force majeure section of this enrollment agreement.
3. Temporary absences or suspensions are not basis for claims.

If you have any questions, please contact the Business Office of Manzano Day School at 243-6659.