

Center Hours:

Wednesday 3:00 PM - 6:00 PM
Saturday 9:00 AM - 12:00 PM
1:00 PM - 3:00 PM

Center Communication:

For updates on Center activities, students, closings, etc. please visit our website at: www.kumon-ladue.com
Or call us at (314) 993-9192.

Office hours (by appointment only):

Wednesday 6:00 PM - 7:00 PM
Saturday 2:00 PM - 3:00 PM
(See *Center Procedure* on back for details)

Tuition:

Registration fee \$60
Per student/per month:

1 Subject	2 Subjects
\$100	\$180

Kumon Study:

- "Just Right" starting point
- Daily at-home exercises
- Supervised center sessions
- Home grading for immediate feedback on work
- Students correct all mistakes until every page is 100%
- Advancement based on "Standard Completion Time"

Added Benefits:

- Good study habits
- Independent study skills
- Increased attention span
- Boost in self-confidence

"All children have the potential and the ability to learn beyond expectations."
- Toru Kumon, Founder

Center Procedure:

Assignments: Requests for changes to assignments and/or extra homework must be submitted *at least* 24 hours in advance. If you wish to have your homework mailed to you, sufficient time must be given.

Homework Boxes: One homework box per subject is given to each student at registration. New boxes to replace lost or damaged boxes must be purchased from the center for \$5.

Office hours: Parents can schedule a 15 min. conference about their child's progress with Dr. Kimura. Slots must be reserved by phone or email one week in advance and are on a first-come first-serve basis.

(Over)

Center Procedure (cont'd):

Home grading: Home grading is a mandatory part of Kumon study. It is the parents' responsibility to accurately grade and record all of their child's Kumon homework.

Answer books: Answer books for home grading are available for Math levels 3A-K and Reading levels 2A-K. In addition, solution manuals are available for Math levels E-Q.

- Answer books and solution manuals must be returned in good condition upon completion of the level. Unreturned materials or those returned in unusable condition will incur a replacement fee. Replacement fees: answer books \$5, solution manuals \$10.

Tuition Policy:

- Checks should be made to Kumon St. Louis.
- There is a one-time registration fee of \$60 per student.
- Discount: tuition for one student enrolled in two subjects is \$180 per month.

- Monthly tuition is due by the 1st of each month.
- Payments received **on** or **after** the 6th are considered late.
- A fee of \$10 per student/per subject will be charged for late payments.
- A fee of \$20 per check will be charged for returned checks.
- As a courtesy to our families with multiple children, no family's monthly late fees for one month will ever exceed \$50.
- Please be aware: We will waive the **first** late fee for each **family** as a policy reminder but **all** late payments thereafter **will** be subject to the late fees.
- **THIS DOES APPLY TO MAILED TUITION!** Please allow adequate transit time if you wish to mail your tuition to the Kumon Ladue Center.
- Worksheets may be withheld for unpaid **tuition** or **late fees**.

- ❖ A student is considered "discontinued" in the program after two consecutive months of absence.
- ❖ Once a student is discontinued, the registration fee of \$60 is required for reenrollment in the program.

PLEASE NOTE:

- We are not responsible for tuition handed in late by students. If you choose to allow your child to give us the tuition check and he/she forgets to do so, it **will** be considered late.
- If you do not receive your tuition envelope at the beginning of the month, it is **your** responsibility to ask for it.

Center Director/
Math and Reading Instructor
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