



Dear Parents,

At the Cooperative School at Northland, we are constantly looking at ways to improve on the service we provide you and your children. With this in mind, we are pleased to announce our new, preferred method of collecting and processing tuition and fee payments.



Tuition Express, part of our ProCare Software management system, will allow us to process tuition and fee payments safely, quickly and efficiently. Once enrolled in Tuition Express, your tuition payments will be scheduled automatically on the 1st week of every month. Note: The monthly balance of your account that would be processed would include tuition and any additional fees (Stay and Play, Helper Parent Substitute fee, etc).

You may choose either:

- Automated Payment Processing for Credit Card Authorization
- Automated Payment Processing for Bank Account Authorization

If you do not wish to enroll in automatic tuition payments, you can stop by the office at the beginning of each month to pay for your tuition and any other incidental fees (Stay and Play, Helper Parent Substitute fee, etc) using cash, check, Visa or Mastercard.

By completing and returning the enclosed Tuition Express enrollment form, you will help us take a gigantic step forward in our payment processing. If you have further questions, do not hesitate to ask.

Sincerely,

Pam Anderson, Director