

Andrews University

Children's Learning Center

2025 – 2026 Rates

Hours Per Week	Infants, Young Toddlers, Older Toddlers	Preschool*, Pre-Kindergarten*, Young 5s*	School Age (SA) *^
PLAN A Under 20 Hours/Week	n/a	\$6.50 / Hour	n/a
PLAN B1 20-25.50 Hours/Week	\$6.75 / Hour	\$5.75 / Hour	n/a
PLAN B2 26-29.50 Hours/Week	\$6.50 / Hour	\$5.50 / Hour	n/a
PLAN C1 30-35.50 Hours/Week	\$6.25 / Hour	\$5.25 / Hour	n/a
PLAN C2 36-39.50 Hours/Week	\$5.75 / Hour	\$4.75 / Hour	n/a
PLAN D1 40-45.50 Hours/Week	\$5.50 / Hour	\$4.50 / Hour	n/a
PLAN D2 46+ Hours/ Week	\$5.25 / Hour	\$4.25 / Hour	n/a
SCHOOL AGE	n/a	n/a	\$3.75 / Hour
ADD ON HOURS (if space available)	\$9.25 / Hour	\$8.50 / Hour	\$4.75 / Hour
NON-SCHEDULED HOURS	\$14.00 Pro-Rated Hourly	\$14.00 Pro-Rated Hourly	\$14.00 Pro-Rated Hourly
AFTER CLOSING PICK-UP	\$15 per every 15 minutes or portion of 15-minute period, per child, until the child is picked up.	\$15 per every 15 minutes or portion of 15-minute period, per child, until the child is picked up.	\$15 per every 15 minutes or portion of 15-minute period, per child, until the child is picked up.

2025-2026 Rates are effective September 1, 2025

- Family discount of 5% each for two, and 10% each for three or more from the same family enrolled Infants – Young 5s.
- Breakfast, AM Snack, PM Snack and milk with lunch are included at no additional cost.
- Discretionary days: Plan B (7 days). Plan C (10 days). Plan D (15 days). Discretionary days reset on September 1.
- \$55 Per Child Enrollment Fee at time of initial enrollment or re-enrollment after withdrawal or termination.
- \$75 per Child School Age Summer Camp Enrollment Fee – billed at time of enrollment & includes “Camp Swag Bag”.
- \$55 Per Child Re-Enrollment Fee– Due May 14.
- \$55 Per Child Change of Plan fee will be charged to hold the child’s spot when off schedule for a full week+. The fee will be refunded for children of AU faculty/staff (upon return) and for AU students during university breaks (upon return).
- Late payment fee of \$30 per week that tuition is not received is charged on the 21st of the month.
- Promotion is held once a year at the beginning of school and families move to the next classroom’s tuition plans on Sept 1 *
- ** Children who are 3 at the time of promotion but are not potty trained will remain at the Twos rate until potty training is achieved. All children must be fully potty trained to be promoted to the Pre-K, Young 5s and Summer Camp programs.*
- *^School Age care is provided for kids attending Kindergarten – 5th grade. Children must be 5 years old by Sept 1 of that year.*

IMPORTANT CRAYON BOX SCHEDULING AND PAYMENT PROCEDURES

Please help us to keep our scheduling and payment routines functioning efficiently by referring to and following these procedures:

- Schedules must be submitted in writing with the purple form in the office, through the Remind App, or email to cbschedules@andrews.edu. No schedules will be entered into the computer unless they are submitted in writing.
- Schedules **MUST** be turned in by 5 pm on Wednesday. Schedule changes are subject to availability if received after 5 pm on Wednesday.
- A financial contract is completed for each child according to his/her schedule for care. All plans are billed for actual hours requested. Though preference is given to full-time enrollment (Plans C and D), The Crayon Box does offer a space-sharing program where part-time spaces equal one full-time space, if possible. Part-time enrollment (Plans A & B) is less flexible than Plans C and D and the child must have set days they attend.
- You will be charged for the hours you schedule your child for. Care given outside of the scheduled hours will be at the Non-Scheduled Hours rate. No credit will be given if attendance is less than the scheduled hours. Hours not used cannot be transferred to another day.
- Your written schedule request will remain as your set schedule in the computer system until you submit another written request. If you are requesting hours for "one week only", please make sure that you enter a second schedule form.
- When a child is off schedule for a full week or longer, a \$55 Change of Plan fee will be charged to hold the child's spot. The fee will be refunded for children of Andrew University faculty and staff (upon return). The fee will also be refunded for Andrews University students during university breaks (upon return). This fee will not be refunded if a child does not return.
- PAYMENT BEFORE SERVICE must be our policy to remain a financially sound business.
- Please plan accordingly. We are a business with financial obligations. Communicate with the office if unavoidable circumstances arise. Payment plans can be arranged in case of emergencies only.