

Kids In Action

220 Central Street · Hingham MA · 02043 · 781-741-1540 opt.3

Registration Process

Registration for the Fall . . .

Registration for **Kindergarten** will begin on March 15th. Incoming Kindergarteners who have siblings attending KIA will be enrolled first, provided their Registration Forms are in by March 25th.

Registration for **existing families**, grades 1–5, will begin on April 1st.

Registration for **new families**, grades 1-5, will begin on April 16th.

Confirmation of your child's acceptance and schedule will be sent out in June.

Registration during the School Year . . .

During the school year, registration is ongoing, providing there is availability.

How to Register . . .

There is a \$25.00 *non-refundable* Registration Fee due at the time of registration. A *non-refundable* deposit of \$150.00 is due at the time of acceptance. Deposits will be credited to the May 20th tuition payment. Deposits will be forfeited if you withdraw from KIA before June.

Registration forms may be found on the Hingham Public School Website under the Kids In Action tab.

Please mail the Registration Form, Registration Fee and your Deposit to:
Kids In Action · 220 Central Street · Hingham, MA 02043

Tuition / Payment Policies . . .

Tuition is an annual charge payable in 10 Equal Payments, August through May. All families are required to pay KIA tuition electronically through H.P.S 3rd Party Billing provider, FACTS Management. The provider charges \$43.00 to set up an account. There is no charge if the annual tuition is paid in full on or before August 20th.

Tuition will be debited or charged on the 20th of the month, August through May. A transaction fee will apply to charge card transactions. Email reminders will be sent a few days before payment is due. Please create your FACTS account on the FACTS website,

<https://online.factsmgt.com/signin/4JVQJ>

There is no reduction of fees for absences or vacations.

Schedule Changes will only be implemented at the beginning of the specified month at the discretion of the Director and if space is available. There will be a \$50.00 fee assessed with each change in schedule. Limit three changes per year submitted to the Director **one month prior to your schedule change**.