



TUITION PAYMENT INSTRUCTIONS 2025-2026 SCHOOL YEAR

Payment Options at Al Bayan Learning Center

To make the payment process convenient and flexible for our families, Al Bayan Learning Center offers two payment options for tuition fees. Tuition can either be paid in full annually, with a 3% discount applied, or paid monthly, due on the 1st of each month. If the latter option is chosen, payments must commence on the 1st of the month following admission or as agreed with the administration.

Accepted forms of tuition payments are:

1. Cash or Check:

- **Payment Method:** Cash or check payments must be dropped off in person to an administrator.
- **Payable To:** Al Bayan Learning Center.
- **Processing Time:** Immediate.
- **Surcharge:** None.
- **Note:** Accounts will be charged a \$30 service fee for all returned checks. Late payments will incur a \$25 late payment fee.

2. Card Payments using Alma's Parent Portal:

- **Payment Method:** Credit card payments are processed immediately.
- **Surcharge:** 2.9% due to encryption and payment processing charges.

Important Information

- Tuition fees are non-refundable and cannot be prorated based on the number of days attended.
- Parents are responsible for paying tuition for the entire 10-month academic year, regardless of the number of days their child attends school, unless withdrawal occurs.
- For students entering in the middle of the school year, parents are responsible for payments from the time of enrollment, covering the period from their enrollment month onwards until May, unless they withdraw early.
- We appreciate your timely payments and cooperation.

For any questions or further assistance, please contact the administration office at Al Bayan Learning Center.