

Tuition Payment and Enrollment Guide

A clear path from first inquiry to confirmed enrollment.

This guide explains how families select a program, review tuition, complete enrollment, and maintain a recurring place at Hands Free Learning. All blank amounts and timelines are intentionally left open for HFL to finalize.

LEARNING BUILT AROUND THE CHILD

High expectations. Individualized learning. Room to explore, grow, and belong.

McKinney, Texas

Prepared for Hands Free Learning families

Tuition and Enrollment

An investment in learning designed around your child.

Hands Free Learning offers flexible educational support for families seeking individualized instruction, strong academics, meaningful enrichment, and a learning environment where children are known and supported. Families choose the program that best fits their needs, and HFL helps determine the most appropriate starting point.

Program	Purpose	Tuition and schedule
Personalized Tutoring and Academic Intervention	Focused academic support, intervention, enrichment, or individualized instruction. HFL identifies strengths and gaps, develops learning goals, and monitors progress.	Individual instruction: \$ _____ Small group: \$ _____ Monthly package: \$ _____ Sessions per month: _____
Two-Day Homeschool Program	Small-group academics, individualized teaching, enrichment, hands-on learning, collaboration, and community for families seeking flexibility and educational support.	Monthly tuition: \$ _____ Registration: \$ _____ Days: _____ Hours: _____
Preschool and Early Learning	Developmentally appropriate early learning that combines foundational skills, play, movement, language, routines, and social growth.	Monthly tuition: \$ _____ Registration: \$ _____ Days and hours: _____
Enrichment and Experiences	Camps, workshops, field experiences, seasonal programs, and special events that extend learning beyond core academics.	Priced individually Starting at: \$ _____ Current offering: _____

Space is intentionally limited to preserve the small-group learning environment.

How Tuition Works

Simple and predictable monthly tuition

Regular Hands Free Learning programs are billed monthly rather than session by session. Tuition reserves the student's recurring place and supports consistent instruction, staffing, materials, progress monitoring, and individualized planning.

Step	Family action	HFL action
1 Inquiry	Complete the Student Intake Form.	Review the child's needs, schedule, and records.
2 Consultation	Discuss goals, program fit, schedule, and tuition.	Recommend the appropriate program and placement.
3 Enrollment	Complete the Enrollment Agreement and required forms.	Confirm placement and provide the financial summary.
4 Payment	Pay required registration fees and establish recurring billing.	Confirm the student's start date and reserve the place.
5 Welcome	Review arrival, communication, and program expectations.	Begin the child's personalized learning plan.

Payment setup

Tuition due date: _____

Automatic billing date: _____

Approved payment methods: _____

Payment provider: _____

Recurring programs may require automatic electronic billing. Families are responsible for keeping an approved payment method current. One-time camps, workshops, and special events are paid at registration unless HFL states otherwise.

Registration and additional fees

Registration or enrollment fee: _____

Assessment fee, if applicable: _____

Materials or supply fee, if applicable: _____

When required, a registration fee secures placement and supports enrollment processing, initial planning, records, assessments, materials, and program preparation.

Payment Policies at a Glance

The signed Enrollment Agreement controls if there is any difference between this summary and the agreement.

Late and failed payments

Payment is considered late after: _____

Late fee: _____

Returned or failed payment fee: _____

Services may be paused after: _____

HFL may pause services or suspend enrollment when an account remains unpaid. Any alternative payment arrangement must be approved in writing.

Student absences and makeup sessions

Monthly tuition reserves the student's recurring place and is not prorated for routine absences, vacations, extracurricular conflicts, or other family scheduling decisions. Individual tutoring sessions may qualify for a makeup when the required notice is provided and space is available.

Required cancellation notice: _____

Makeup completion window: _____

Maximum eligible makeups: _____

Group programs, homeschool programming, camps, workshops, and enrichment experiences generally do not generate individual makeup sessions unless stated in writing.

Withdrawal and refunds

Written withdrawal notice required: _____

Registration fee policy: _____

Tuition refund or proration policy: _____

Camp, workshop, and event refund policy: _____

Failure to attend does not constitute withdrawal. Families remain responsible for charges through the effective withdrawal date under the Enrollment Agreement.

Sibling enrollment

Sibling discount or credit: _____

Qualifying programs: _____

Sibling pricing, when offered, applies only to qualifying programs and cannot be combined with other promotions unless HFL states otherwise.

Enrollment Checklist

A student's placement is confirmed after HFL receives all required information and payments.

- ☐ Student Intake Form submitted
- ☐ Consultation completed
- ☐ Program and schedule selected
- ☐ Enrollment Agreement signed
- ☐ Medical and emergency information received
- ☐ Authorized pickup information received
- ☐ Media permission selected
- ☐ Registration or enrollment fee paid, if applicable
- ☐ Recurring payment method established, if required
- ☐ Start date confirmed

Enrollment contacts

HFL representative: _____

Phone: _____

Email: _____

Website: _____

Questions about tuition or finding the right program?

Contact Hands Free Learning to schedule a consultation. We will help you identify the program and level of support that best fits your child and family.