



432 Scotland Road, South Orange, NJ 07079  
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## **PRESCHOOL PAYMENT INFORMATION**

### **Payment Options**

\*\*A non-refundable \$500 deposit is due at the time of registration (check or credit card).

1. One payment in full – Payment Due September 1<sup>st</sup>.
2. Two payments - Pay half of your tuition September 1<sup>st</sup> and the remainder is due December 1<sup>st</sup>.
3. Payment Plan – We will take your total balance and divide it into 8 monthly payments (August 1st- March 1st). You must email Andrea (adean@tstinj.org) a request for this option.

### **How to Pay**

#### **Option A: TSTI Website ([www.tsti.org](http://www.tsti.org))**

- 1) Go to <https://www.tsti.org/pay-my-bill>
  - a. Step 1 – your information
  - b. Step 2 – Payment (choose ‘other’ under ‘type’)
  - c. Message – include your family ID and what you are paying (ex. DEANJOAN – Preschool 2018)
  - d. Add your amount and the 3% fee will automatically be calculated
  - e. Payment Info – add your payment information and click submit

#### **Option B: Check**

Drop off or mail your check – payable to TSTI – 432 Scotland Road, South Orange, NJ 07079