

**Electronic Option for Tuition Payments to  
Christ Church Day School  
2304 Hwy 17N Mount Pleasant, SC 29466**

Each year, a new automatic debit form must be completed since parents must authorize the new tuition amount. If you would like to take advantage of this option for the 2024-2025 school year, please complete the form below, **attach a voided check** and return it to Ellen Nietert, Director of the Day School. Families with siblings are required to participate if they want to receive their sibling discount.

Those wishing to participate in the electronic payment option will have their personal checking or savings accounts drafted 9 times – July, August, September, October, November, December, January, March, and April. *This is only for tuition and not registration or classroom material fees.*

**Monthly on the 5<sup>th</sup> of each month  
July 2024 through January 2025\***

*(Should the 5<sup>th</sup> fall on a Saturday, Sunday, or bank holiday,  
the payment will be drafted from your account  
the next business day.)*

**\*The final two tuition payments will be drafted  
on March 5 and April 5, 2025.**

**No Tuition payments are due in February and May 2025 since  
advance payments are made in July and August 2024.**

**By doing this, parents are not responsible for registration fees and tuition in the  
same month (Feb).**

All information pertaining to personal bank accounts, including account and routing numbers will be kept within the confidential records of Christ Church Day School. Should your bank account numbers change for any reason, please notify the Day School office as soon as possible so that the direct debit information may be updated in an efficient and timely fashion.

**Authorization for Direct Debit to  
Christ Church Day School (Attach Voided Check to Form)**

**PAYOR INFORMATION**

NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_

**I hereby authorize Christ Church to:**

**Deduct \$ \_\_\_\_\_ on the 5<sup>th</sup> day of the month**

directly from my \_\_\_\_\_ checking or \_\_\_\_\_ savings account

starting July 5, 2024 and ending January 5, 2025;

and to deduct my final two payments on March 5 and April 5, 2025.

**I wish for each total draft to be posted as tuition to Christ Church Day School.**

**I also understand that any additional payments, such as registration fees, classroom material fees, special event fees, etc. are NOT included in this electronic tuition payment option.**

**ACCOUNT INFORMATION**

NAME OF BANK \_\_\_\_\_ BRANCH \_\_\_\_\_  
*(City, State)*

ACCOUNT NAME \_\_\_\_\_  
*(If joint account, please show both names)*

ACCOUNT # \_\_\_\_\_ ROUTING # \_\_\_\_\_

This authority will remain in full force and effect through April 5, 2025 unless Christ Church has received official notification from me, or my legal representative, of its termination, or I have received official notification from Christ Church, or its legal representative, that the plan has been terminated. I understand that new authorization forms must be provided for the next fiscal school year, which begins July 1, 2025.

\_\_\_\_\_  
Contributor Signature Date

\_\_\_\_\_  
Second Contributor Signature (if joint account) Date