



Dear Parents,

At Siskin Early Learning Center, we are constantly looking at ways to improve the services we provide you and your children. With this in mind, we are now moving our payment system to Procure.

Tuition Express – part of the Procure Software system we use to manage our center – allows us to process payments safely, quickly and efficiently. In a matter of minutes we can accomplish what previously took us hours to complete – leaving us even more time to spend with the children.

Tuition Express is a PCI Level 1 Service Provider. Your personal account information could not be safer. Automated payments are proven safer than paying by check as the the potential for check fraud and identity theft are eliminated.

Please look over the Tuition Express Frequently Asked Questions. There, you will find answers to questions you may have regarding Tuition Express or automated payments in general. You may choose for your child's tuition to be paid by credit card or bank draft. Tuition drafts will be automatically drafted **weekly**. With Tuition Express, families will be able to run financial reports to assist with Flex spending and end-of -the year taxes.

If you have further questions, please do not hesitate to ask. More information is available at TuitionExpress.com.

By completing the Tuition Express Parent Enrollment Form, you will help us make tremendous strides in simplifying our tuition and fee payment processing – strides that will allow us to spend even more time with the children in our care and less time processing payments. Tuition Express is a win-win-win – convenient for you, efficient for us, and best for the children.

Please complete the Parent Enrollment Form and return to Erin Hughes by August 27. Your child's first payment will be the week of August 8.

Sincerely,

Julie Mickel, Director, Siskin Early Learning Centers