

**REQUEST TO CHANGE PAYMENT METHOD**  
**Heart Prints Center - Payment Option Form**

I understand that tuition is due by the first of the month prior from September forward. October tuition is due by September 1<sup>st</sup>. November tuition is due by October 1<sup>st</sup>.

In order to pay tuition, you may choose from the following options:

1. Submit tuition via personal check made payable to Heart Prints free of charge
2. Select eCheck through Jack Rabbit with a 1% fee added onto your tuition payment, or
3. Pay via credit card through Jack Rabbit with a 3% fee added onto your tuition payment.

Monthly invoices are only sent for past due tuition. Tuition not received by the 10<sup>th</sup> of the month will accrue a \$5 late fee per day until tuition is received. Even if your child is absent or on a family vacation, families are expected to pay for any enrolled classes, extensions and STEAM Clubs.

You can change your payment selection by submitting this form by the 15<sup>th</sup> of the month prior. Change request forms are available in the lobby and on our website.

---

**Please select your payment option of choice in which you give your consent, and sign below:**

- I will continue to submit a personal check for tuition and incur no fees.
- I will submit payment online via eCheck on Jack Rabbit and incur an additional 1% fee.
- I will submit a credit card payment online through Jack Rabbit and incur an additional 3% fee.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child's Name