Dear Parents,

At Discovery Zone Learning Center, we are constantly looking for ways to improve the services we provide you and your children. With this in mind, we are pleased to announce our preferred method of collecting and processing tuition and fee payments.

Tuition Express, part of our ProCare Software management system, will allow us to process tuition and fee payments safely, quickly and efficiently. In a matter of minutes, we will accomplish what could take hours to complete.

Once enrolled in Tuition Express, your tuition and fee payments will be paid automatically and, on a schedule, that we both agree upon. Discovery Zone Learning Center can produce a receipt for the payment or you can receive instant email notification by signing up at [www.Tuitionexpress.com](http://www.Tuitionexpress.com).

Your personal account information is safe with Tuition Express- safer, in fact then paying by check. Automated payments have proven safer than writing a check and eliminating potential check fraud or identity theft.

Please look over the attachment Frequently Asked Questions. There you will find answers to questions you may have about Tuition Express or automatic payments in general. If you have further questions don’t hesitate to ask.

By completing the enclosed Tuition Express enrollment form, you will help is take a gigantic step forward in our payment processing- a step that will allow us to spend more time with your children and less time processing payments and making trips to the bank.

If you choose to no enroll in Tuition Express, we will **charge a $5 processing fee per month**, as we will be forced to continue processing your payments manually.

Tuition Express is convenient for you, efficient for us, but best for your children.

Sincerely,

Michele Hagel