



Early Childhood Center, Inc.  
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(301) 424-8065  
Eccpreschool.com

March 10, 2021

Dear Parents,

We are excited to continue to offer Automated ACH Transactions for your tuition payments for the 2020-2021 School Year through Tuition Express. We are highly encouraging enrollment in the Tuition Express program to reduce contact in the Covid-19 environment.

Tuition Express- part of the Procure Solutions system we use to manage our center- allows us to process payments safely, quickly and efficiently. Tuition Express is a PCI Level 1 Service Provider. Your personal account information could not be safer.

If you choose to enroll in the program, your account will be billed through Tuition Express, and your payment will be automatically drafted from the account you register in accordance with the option you chose on your Enrollment Agreement. Payments will be drawn of the 1<sup>st</sup> of the month.

In order to enroll in the Automated ACH Transactions, please complete Section B of the attached form with a copy of a voided check. Once the paperwork has been processed, your voided check and account numbers will be shredded or returned to you.

**If you are currently enrolled in Tuition Express, you do not need to complete the form unless you are changing the bank account for your payments. In order to process an Automated ACH Transaction for the August 1 payment, please return the completed form no later than June 9, 2021.**

We are very excited to continue this additional payment option and hope that it is a convenient option for you and your family at this time.

If you have any questions prior to your enrollment, please let us know.

Thank you,

*Amanda Greninger*

Amanda Greninger  
Assistant Director