



### Leadership Tuition Payment Plan

The full tuition for this program is due by the first day of class.

For those unable to pay the full tuition by the start of class, the LAC also makes available the following Tuition Payment Plan.

The following payment plan has been developed for your convenience in attending the Leadership Development for Emerging Leaders Certificate program. **You must let us know in writing with your application if you need to take advantage of this payment plan.**

All payments made by check should be made out to “The Literacy Assistance Center”. If you prefer to pay by credit card, go to the Payment by Credit Card link found on the LAC website: <http://lacnyc.org/profdev/Academy>

Course Fees                    **\$850** covers all course fees: application, course, materials & practicum

- **\$25** application, seat reservation and processing fee-due with application by the posted deadline date
- **\$825** due by the start of class unless tuition payment arrangements have been made with the LAC.

#### LAC Tuition Payment Arrangements Plan

Application + Processing Fee	<b>\$25</b>	due when one applies for enrollment
First Payment	<b>\$415</b>	due on the first day of class
Final payment	<b>\$410</b>	due by the middle of September (for Summer Intensive), and the beginning of June (for Spring Intensive)

No refund requests can be processed once the program begins.

Anyone requesting more flexible payment arrangements will be required to fill out a payment arrangement form with Mr. Craig Tozzo, Chief Financial Officer, Literacy Assistance Center. Please contact Mr. Tozzo at 212-803-3339, or at [craigt@lacnyc.org](mailto:craigt@lacnyc.org) for any questions regarding tuition payments and payment arrangements.