



Colorado
Springs
Schools

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Buena Vista Elementary, A
Public Montessori School


Preschool Tuition Payment Options

The monthly tuition invoice will be emailed to you by the D11 Fiscal Services office. After you've received the invoice, please utilize one of these options to make the payment.

1. Bring a Check to Buena Vista

- The check should be made out to "District 11"
- The office staff is available between 7:30 am and 3:00 pm
- You will be provided a receipt for the payment
- We will submit your payment to the D11 Fiscal Services office for processing
- Your check may not be deposited and clear your bank account until the week after you drop it off at Buena Vista; but, your tuition account will be considered paid immediately.
- Returned checks will be sent to Aurora Collection Bureau and are subject to a \$20.00 fee in addition to collection and legal fees (C.R.S. 13-21-109).

2. Use MySchoolBucks Online

1. www.myschoolbucks.com
2. Login (the Buena Vista Office can help you log in the first time 719-328-4100)
3. Click for School Store Payments
4. Browse All Items
5. Choose "Preschool Tuition School Year 2022/2023" 
6. Select Student
7. Enter amount from your invoice or letter
8. Add to Basket
9. Click on Basket (upper right corner)
10. Pay with Credit Card

3. Bill Pay through Your Bank

- Use the following as the Remit Address:
Colorado Springs School District 11
Department of Fiscal Services
1115 N El Paso St
Colorado Springs, CO 80903-2519
Phone: 719-520-2074 Fax: 719-520-2346
- Please be aware that your bank will be cutting and mailing a check to the accounting office which may take some time. Check with the bank to find out how long their process takes, then add five business days for mailing. Email Jolanda Rivera (jolanda.rivera@d11.org) to let her know that you will be using your bank's bill pay option.