



Destiny After School Haven

Policy: Registration and Tuition Process Policy

Policy Number: 101

Effective Date: March 15, 2023 (School Year 2023-2024 and Summer 2024)

Purpose:

This policy outlines the Destiny After School Haven’s (“DASH”) registration and tuition requirements for all parents/guardians who have enrolled students in its program.

Policy:

- Registration:
 - Each parent/guardian enrolling a student in the DASH program is required to complete and sign this Payment Policy (policy number: 101) and the Application for Student Enrollment.
 - A non-refundable registration deposit of \$50.00 for the After School Program and/or Summer Camp registration and, one week’s tuition is DUE for each enrolled student at the time of registration.
 - The non-refundable registration deposit will secure the student’s placement in the DASH program.
 - Payment arrangements will be considered with a written explanation for the request of a proposed payment plan, and timeframe period. All written requests must be signed by the requestor and submitted to the DASH office addressed to Nate Aikens, Accountant, for consideration.

Note: All payment plan arrangements will be reviewed by the DASH Accountant, Nate Aikens. A written confirmation related to approvals or denials will be returned to the requestor. All approved arrangements will be applied to each student’s account as applicable.

- Tuition:
 - DASH program tuition fees are in effect for the term of its program year [September – August].
 - Students continuing in the program from one program year to another will be informed 3 months in advance of tuition and fee increases.
 - Parent/Guardians of registered DASH students are required to pay tuition monthly and no later than the 1st day of the month.
 - A late fee of \$25.00 will be applied to each delinquent student’s account that is not paid within the 5-day grace period (6th day of each month).
 - Tuition is due each month regardless of the student’s attendance until the parent/guardian of an enrolled student has made a written request to remove the student from the DASH program.
 - Accounts that remain in arrears greater than 30 days will be subject to the student(s) being dismissed from the DASH program.
 - All outstanding balances and late fees remain the responsibility of the parent/guardian of the enrolled student until the balance is zero, regardless of the student’s enrollment status.

Note: Any parent/guardian who is faced with a hardship that may impact payment must report this hardship to Nate Aikens, Accountant in writing submitted to the DASH office. He will evaluate each request on a case-by-case basis to determine what arrangements or considerations may be extended. All decisions will be provided back to the requestor in writing.

By signing this policy, I _____ have read and agree to adhere to its requirements.

Parent Name (please print)

I fully understand failure to pay my account in accordance to the terms of this policy will result in my child being removed from the DASH program and my account being turned over to a collection agency. If my account is turned over to a collection agent, I agree to be responsible for any additional incurred fees. This agreement will apply to all students registered under my name.

Parent/Guardian Signature

Student Name & Grade

Date