



Early Termination and Withdrawal Policy

Parent(s) agree that if they decide to withdraw their child out of the Program for ANY reason:

1. If advance payments have been made, please note that a two-month (60 days) written notice is required to receive a 100% monthly (remaining) tuition refund.
2. If advance payments have been made, please note that a one-month (30 days) written notice is required to receive a 50% monthly (remaining) tuition refund.
3. If a written notice is not given within a month (30 days), then the remaining monthly tuition will not be refunded.
4. Please note that all discounts applied towards your tuition will be nullified when the remaining monthly tuition is refunded. Refunds are only applicable if advance payment is made.
5. This contract may be terminated early if the principal receives thirty (30) days written notice from the Parent(s) by next month's payment.
6. Parent(s) understand and agree that their obligation to pay all fees is unconditional and that no portion of the fees paid or outstanding will be refunded in the event of absence, holidays, sickness, inclement weather, vacation time, withdrawal, or dismissal from the Program. Parent(s) will remain responsible for the tuition payment of the portion of the academic year that has passed as of the termination date. If the Principal does not receive written notification of early termination by the date above, Parent(s) shall remain responsible for the full annual tuition obligation, regardless of whether the student attends classes.
7. Parent(s) agree that if they decide to withdraw their child out of the Summer Camp program for any reason:
 - a) A two-week (14 days) written notice is required to receive a 100% weekly camp tuition (remaining) tuition refund.
 - b) A one-week (7 days) written notice is required to receive a 50% weekly camp (remaining) tuition refund. A one-week (7 days) written notice is required to receive a 50% weekly camp (remaining) tuition refund.
 - c) If a written notice is not given within at least one week (7 days), then the weekly camp (remaining) tuition will not be refunded.
 - d) Please note that all discounts applied towards your tuition will be nullified when the remaining weekly camp tuition is refunded. Refunds are only applicable if advance payment is made.

Parent / Guardian(s) Signature

Date

Print Name