



Financial Agreement

SACC 2019-2020 School Year

Enrollment and Schedule Changes

Withdrawing from the program requires a 30-day notice in writing, on our drop/change of enrollment form. Withdraws are done by the 1st of the month prior to the month you are withdrawing your child from the program. Should you withdraw after the 1st of the month prior to the month you are withdrawing, there is a penalty of one month's tuition.

Registration Fee

There is a \$25 non-refundable registration fee due at the time of registration.

Tuition

Tuition is due by the 1st of every month. If payment is received after the 10th of the month a penalty of 5% will be added to your bill.

Discount

The CELC offers a 5% sibling discount on one child for a family that has more than one child enrolled in our programs. The discount will be credited to the lesser tuition. Sibling discounts cannot be applied to vacation camp days in the school age program.

September tuition changes must be made in writing before August 1, 2019 on our drop/change of enrollment form. If reductions/cancellations in enrollment are received after August 1, 2019, you are responsible for September tuition. This also applies to anyone registering after the August 1st confirmation date. ***All reductions/cancellations must be made using our drop/change of enrollment form.***

Absences

We are unable to adjust the fees for absences; closures due to inclement weather, family vacations or minor illnesses. We are also unable to "switch" days to provide individual make-up days.

Drop-In Days and Late Pick-Up Charges

We offer drop-in care for families who occasionally need an extra day of care when their child is not normally scheduled. ***Drop-In Days are granted on a pre-approved, space available basis,*** please get in touch with the School Age Coordinator to see if space is available for your child. Parents who pick up their child after 5:45pm will be charged \$30 up to the first 15 minutes and then \$2.00 for each additional minute thereafter. Repeated failures to comply may result in a requested withdrawal.

Child's Name

Print Parent/Guardian Name

Parent/Guardian Signature

Date