

**WVCA Cougar Club  
Virtual Summer Camp**

1790 Sequoia Blvd.  
Tracy, CA 95376  
admissions@wvcapreschool.com



First Name:	M.I.:	Last Name:		
Birthdate:	Grade Going into:	Sex: M or F	Ethnicity:	
Activity Kit Delivery Address:				
Please indicate if you prefer onsite pick-up:				
Student Email for Camp Communication (can be parent's):				

**Authorized Representative (Parent/Guardian) PRIMARY for Virtual Summer Camp Communication**

First Name:	Last Name:	Relationship:		
Address:	City:	Zip Code:		
Home Phone:	Cell Phone:	Work Phone:		
SSN:	CA Drivers License#	Representative Live with the Parent? Y or N		
Email Address: PRIMARY Business Admin Communication				Employer

**Additional Authorized Representative (Parent/Guardian)**

First Name:	Last Name:	Relationship:		
Address:	City:	Zip Code:		
Home Phone:	Cell Phone:	Work Phone:		
SSN:	CA Drivers License#	Representative Live with the Parent? Y or N		
Email Address:				Employer



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### General Services

WVCA Cougar Club Child Care is providing a Virtual Summer Camp to children enrolling into K-8<sup>th</sup> Grade for the 2020-2021 school year, and is a department of *Tracy Community Church* and adheres to a Biblical Worldview. \_\_\_\_\_ *initial*

### Responsibility of Participation

WVCA Cougar Club provides access to all program components of the Virtual Summer Camp Program, and families understand that it is their responsibility to participate in all program options. There are no refunds or discounts for missed activities, meetings, or family limited use of the program components. \_\_\_\_\_ *initial*

### Billing Commitment upon Registration

Upon registration, families are financially responsible for reoccurring scheduled monthly tuition. WVCA Cougar Club Child Care published WVCA Cougar Virtual Summer Camp services and tuition at [www.wvcapreschool.com](http://www.wvcapreschool.com) under the "WVCA Cougar Club" tab. Authorized representatives are responsible for ongoing tuition due to advanced purchasing materials, and withdrawal of the program requires a minimum of two-week notice. Failure to provide a two week notice will result in full tuition expectation as billed.

I understand that I am financially responsible for the ongoing monthly tuition until the conclusion of Shelter in Place Order and the Re-Opening of WVCA Cougar Club Child Care and/or submission of a two-week written withdrawal notification. \_\_\_\_\_ *initial*

### Billing and Late Registration Policy

Accounts are due on the first (1<sup>st</sup>) of each month whether or not a courtesy statement is received. Any account which becomes thirty (30) days delinquent from the first (1<sup>st</sup>) of each month will result in student dismissal. There is a grace period until the last working day before the (3<sup>rd</sup>), after which a \$50.00 late fee will be charged. In addition, a \$10.00 fee will be charged for any returned check.

Activity Deliveries are the first (1<sup>st</sup>) and third (3<sup>rd</sup>) Mondays of each month. All new/late registrations are due the Friday before the delivery dates or until supplies last. \_\_\_\_\_ *initial*

### Payment Options

New and enrolled families will receive a monthly invoice via email to the primary email indicated on the application. Tuition is due online at [www.TracyCommunityChurch.com/give](http://www.TracyCommunityChurch.com/give). Payments are due on the first (1<sup>st</sup>) of each month, and late on the third (3<sup>rd</sup>) of each month. Alternative payment methods must be approved by administration.

Account activity, payment, and/or inquiry can be made via email to [admissions@wvcapreschool.com](mailto:admissions@wvcapreschool.com)

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## Delivery Policy

Currently enrolled WVCA Students, and registered families will have their Activity Kits delivered on the first and third Monday of each month through the conclusion of the program. Teaching staff will maintain social distancing guidelines. Teaching staff will notify family of day and time delivery, drop the Activity Kit at the front door, knock, and then proceed back to their vehicle. WVCA Cougar Club is not responsible for lost, stolen, broken, or damaged Activity Kit materials not received at time of delivery. Families can request onsite Activity Kit pick-ups at schedule pick-up times. Families living outside the delivery locations of Tracy, Mountain House, and Manteca will be provided scheduled onsite pick-ups on the first and third Mondays of each month.

## Withdrawal

A family initiated withdrawal must be in writing and submitted a minimum of two weeks advance notice before the following month tuition due date. A \$200 fee will be applied automatically to the account if written withdrawal notification is less than two weeks before the following month tuition date. First month tuition is nonrefundable, and will not be prorated for withdrawal in the first month of enrollment. No refunds will be provided for mid-month withdrawal. \_\_\_\_\_ *initial*

## Termination of Admission Agreement

The Admissions Agreement can be terminated resulting in program completion, or dismissal of the child and family, for the following conditions at any time at the discretion of the Director:

- Delinquent Accounts
- False information on written documents
- Inappropriate behavior toward staff on the part of parent or child
- Shelter in Place concludes with the ability to re-open the center.

\_\_\_\_\_ *initial*

Authorized Representative Signature \_\_\_\_\_ Date \_\_\_\_\_

Director Signature \_\_\_\_\_ Date \_\_\_\_\_