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[www.theafterschoolclub.org](http://www.theafterschoolclub.org)

[www.facebook.com/ascwoburn](http://www.facebook.com/ascwoburn)

Co-Directors: Chris Serson & Carolyn Sharp-Hegarty

## Thank you for choosing ASC!

A **non-refundable** registration fee of **\$35 one child \$50 for 2 or more** and **non-refundable** deposit is due at time of registration to guarantee your child's slot. You will find the deposit and tuition amounts on the registration form. The deposit is a pre-payment of part of your first tuition bill. If you have a voucher, no deposit is due.

**For enrollment after August 31, non-refundable registration fee and full tuition is due at time of registration.**

### Our payment policies:

- A bill is provided to all parents or guardians 15 days in advance of the due date.
- A \$15 late fee will be charged if no payment is received **before** the 5<sup>th</sup> of the month.
- A written notice will be issued if payment has not been received by the 10<sup>th</sup> of the month.
- A written notice with an additional \$15 late fee (total of \$30 in late fees) will be issued on the 15<sup>th</sup> of the month which will state the date of the child's termination from the program.
- A written termination notice will be issued on the 15<sup>th</sup> day of the month.
- If the family would like to appeal the termination, a letter of appeal from the family and a supportive letter from a director may be presented to the board for reinstatement.

**For currently enrolled families:** No one may begin the school year with a leftover balance due. You will receive a rate sheet with current tuition and discount information with your packet.

We will send a postcard or email in early August, to let you know that it is time to come in and fill out the other required forms. **After August 31, you will receive your packet when you register.**

**A Day at a Time program:** A **non-refundable** registration fee of **\$35 per child** is due at time of registration. Fee for the program is **\$45.00 per day after school and \$80.00 for a full day of care** and is based on availability and previous notice.



**Office use only:**  
Date of Admission  
\_\_\_\_\_

### School Year Registration form

1. Child's name: \_\_\_\_\_

School name: \_\_\_\_\_ Grade: \_\_\_\_\_

2. Child's name \_\_\_\_\_

School name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent #1 \_\_\_\_\_

Address: \_\_\_\_\_

Telephone numbers: Please give 2-3 possible ways to reach you; indicate (C) for cell, (W) for work, or (H) for home

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
( ) \_\_\_\_\_

Email address: \_\_\_\_\_

Parent #2 \_\_\_\_\_

Address: \_\_\_\_\_

Telephone numbers: Please give 2-3 possible ways to reach you; indicate (C) for cell, (W) for work, or (H) for home

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
( ) \_\_\_\_\_

Email address: \_\_\_\_\_

Child 1. Days at the After School Club: M T W Th F Start date: \_\_\_\_\_

Child 2. Days at the After School Club: M T W Th F Start date: \_\_\_\_\_

# of days	1	2	3	4	5
Deposit	58	108	131	151	173
For 2	96	195	237	273	312
Monthly Tuition	175	325	395	455	520
2 children	288	585	711	819	936

**A day at a time \$45 per day/ \$80 full day      Registration fee \$35.00 1 child/ \$50.00 2 or more**

I have read these forms and understand all the information.

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

**To be filled in by the office:**

Paid: non- refundable registration fee of \$ \_\_\_\_\_ + Deposit of \$ \_\_\_\_\_ on \_\_\_\_\_

The remaining amount: tuition \$ \_\_\_\_\_ minus deposit of \$ \_\_\_\_\_ = \$ \_\_\_\_\_ is due \_\_\_\_\_.

Are there any additional waitlisted days? M T W Th F

A day at a time registration fee of \$ \_\_\_\_\_ paid on \_\_\_\_\_.