



## Summer Camp Refund Policy 2018

Until the registration deadline **June 1, 2018** –full cancellations can receive a refund minus the \$150 deposit

### After **June 1, 2018 (Late Registration/Cancellation Period):**

- Sessions that are cancelled two weeks or more ahead of their start date, will be charged 20% of total (including before/after care)
- Sessions that are cancelled within two weeks of the start date, will be charged the full amount (including before/after care)
- If you are enrolled in an auto-payment plan and make a cancellation, we will determine if fees are still owed according to the refund policy. If fees are owed, the payment method on file will be charged the remaining fees when the cancellation is processed and the payment plan will be terminated.

Exceptions for extenuating circumstances will be made at the discretion of the Program Director. In the event that your student is asked to leave camp, a prorated refund in the appropriate amount will be offered. In the event that a session is cancelled by the program, a full refund will be processed.

### Changes in Registration (adds / withdrawals / session changes):

- Many families add camp sessions throughout the summer. Feel free to contact us if you'd like to add a week to see if there is space. Please do your best to contact us by 5pm the Wednesday prior to the session you'd like to add as we finalize rosters by each Thursday.
- Withdrawals/cancellations are subject to the stated Refund Policy.
- Session/week changes: if your summer schedule has changed and you are in need of changing the weeks/sessions you have registered for, please contact us. If space is available we are happy to accommodate substitutions. If your changes do not result in any difference in fees there will be no penalty.