

registration information

HOW TO REGISTER

Register online by visiting www.paccregistration.com. It's fast, secure and user-friendly.

PAYMENT OF FEES

Child care is by contract only. Tuition is due and payable in advance.

Payments for Sessions 1, 2, 3, A & B are due on or before **June 1, 2012**.

Payments for Sessions 4, 5, 6, 7 and 8 are due on or before **July 1, 2012**.

DEPOSIT POLICY

A deposit is required at the time of registration to reserve your enrollment space as follows:

\$580.00 for Nothing But Fun, Neighborhood Adventure Fun, Ultimate Adventure Fun and the 4 Week Summer School Program; full payment of \$360.00 for session B;

\$600.00 for K-1 Fun Full-Time

\$500.00 for K-1 Fun Part Time

The deposit will be applied to your child's final two weeks of attendance. Payment of full fee or a two-week deposit is required in advance.

TERMINATIONS/CHANGES/REFUNDS

Notice of contract termination must be submitted online at www.paccregistration.com. A processing fee will be charged for contract termination as follows: \$50 if received in the PACCC office on or before March 5, 2012; \$100 if received between March 6, 2012 and June 11, 2012.

No refund will be given for cancellations requested after 5:00 p.m. on June 11, 2012. Refunds will not be issued for no-shows. Please allow 4 weeks for processing refund check.

Switching from one session or program to another is allowed on a space-available basis. All requests for changes must be submitted online at www.paccregistration.com. The processing fees are as follows.

On or before March 4, 2012 no fee, March 5 to June 10, 2012, \$25 per change per child, on or after June 11, 2012, \$50 per change per child.

LATE FEE

If a parent picks up his/her child after the contracted hour, there is a charge of \$2.00 per minute per child. You will receive an invoice from the center for the amount owed for the late fee. Late fee payments are due within 10 days.

OPTIONAL SERVICES

At different times of the year, some programs offer classes such as dance, music and gymnastics for an additional fee. The option for participation is left open to each individual family.

ALL PROGRAMS ARE CLOSED WEDNESDAY, JULY 4.