



Summer Care Billing Due Date CHANGES As of 3-22-22

URGENT – PLEASE READ

With the change to SchoolAdmin as our billing/tuition management system and to provide consistency in monthly billing year-round, adjustments have been made to the payment due dates for the Summer Care 2022 Program. Monthly payment withdrawal dates will be May 15th for Week 1-4 charges, June 15th for Week 5-8 charges, and July 15th for Week 9-11 charges.

Due to the short notice and to offer even greater flexibility, the deadline to communicate schedule changes that reduce billing charges is now 10 days prior to the week of attendance that is changing. The table below summarizes these important dates.

Summer Care Billing Schedule (Bus/Tuition)			
Billing Period	Dates Covered	Billing Credit Deadline	Auto Payment Due Date
Week 1	May 23-27	May 13	May 15
Week 2	May 31-June 3	May 20	May 15
Week 3	June 6-10	May 27	May 15
Week 4	June 13-17	June 3	May 15
<i>Week 1-4 Credits to be posted against June 15th billing</i>			
Week 5	June 20-24	June 10	June 15
Week 6	June 27-July 1	June 17	June 15
Week 7	July 5-8	June 24	June 15
Week 8	July 11-15	July 1	June 15
<i>Week 5-8 Credits to be posted against July 15th billing</i>			
Week 9	July 18-22	July 8	July 15
Week 10	July 25-29	July 15	July 15
Week 11	August 1-5	July 22	July 15
<i>Week 9-11 Credits to be posted against 22-23 tuition or refunded.</i>			
<p>SchoolAdmin begins processing automatic payments at 3 AM on the payment due date. Cash/check payments need to be received by the Business Office 4 business days before the due date or the automatic payment option will be processed!</p>			

If you have questions or concerns, please contact Sue Carlson at sue.carlson@ogknights.org or 605-575-3355.

Thank you for your understanding and we can't wait for a great summer!