

Early Adventures Program 2022-2023 School Year Billing and Payment Policy

REGISTRATION FEE

- Registration Fees are charged for each new season. The fee must be paid before your child may start the season contract.
- Fee is \$40 for 1 child, \$50 for 2 children and \$65 family maximum.
- Registration Fees aren't refundable.

BILLING INFORMATION

Payments are due bi-weekly on Mondays. Invoices are emailed on Monday one week prior to the due date. Payments not received within **3 days** of the due date will incur a \$5 Late Payment Fee automatically. Parents/guardians are financially responsible for **all** days contracted regardless of attendance. Adventure Club reserves the right to terminate accounts that fall behind on payments.

TUITION AND FEES

- Tuition is \$46 per day. Full-time schedules are required for this program.
- Parents/Guardians are financially responsible for all days registered.
- Registrations for the school year and summer are separate. Each season's registration fee must be paid at the time of registration for that contract to be accepted.
- The first school year payment is due approximately one week prior to the first day of school. All payments are due bi-weekly on Mondays.
- Payments may be made online at <https://rdale.ce.eleyo.com> via checking account, credit or debit card. Cash payments may be made only at the Adventure Club Business Office at 3725 Pilgrim Lane - Door 11, Plymouth, MN. Staffing hours may vary so it's necessary to call ahead: 763-504-5320.
- A receipt for payment will be automatically emailed to the account holder when payment is received. Additional receipts may be printed from your account at <https://rdale.ce.eleyo.com>
- Accounts are automatically assessed a \$5 Late Payment Fee if payment is not received within 3 days of the due date. Accounts that aren't current or at \$0 balance on the last day of the bi-weekly cycle will be subject to termination.
- Non-School Days aren't included in the regular tuition and are to be registered separately online at <https://rdale.ce.eleyo.com>.
- Withdrawal from the Early Adventures program requires 10-day notice that must be completed online at <https://rdale.ce.eleyo.com>.

VACATION CREDIT

- Vacation Credit is given for planned absences of five (5) consecutive days only. Each child enrolled may receive one Vacation Credit per school year.
- Credit is 50% of the weekly tuition.
- To receive the credit, parents/guardians must contact the site supervisor in advance of a planned vacation and complete a Vacation Credit Form.
- An unplanned extended absence, such as a medical absence, should be reported to the site supervisor immediately on the first day absent.

SCHOOL YEAR 2022-2023 BILLING and PAYMENT DATES

Invoice Date	Due Date	Dates of Service
August 29, 2022	September 5, 2022	9/5/21 – 9/16/22
September 12	September 19	9/19 – 9/30
September 26	October 3	10/3 – 10/14
October 10	October 17	10/17 – 10/28
October 24	October 31	10/31 – 11/11
November 7	November 14	11/14 – 11/25
November 21	November 28	11/28 – 12/9
December 5	December 12	12/12 – 12/23
December 19	December 26	12/26 – 1/6/22
January 2, 2023	January 9, 2023	1/9 -1/20
January 16	January 23	1/23 – 2/3
January 30	February 6	2/6 -2/17
February 13	February 20	2/20 – 3/3
February 27	March 6	3/6 – 3/17
March 13	March 20	3/20 – 3/31
March 27	April 3	4/3 – 4/14
April 10	April 17	4/17 – 4/28
April 24	May 1	5/1 – 5/12
May 8	May 15	5/15 – 5/26
May 22, 2023	May 29, 2023	5/29 – 6/9/23