cms After School Enrichment Program

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Charlotte-Mecklenburg Schools ASEP Terms and Conditions
Winter and Spring Break Financial Agreement

- I understand that I am enrolling my child for Winter and/or Spring Break. Fees for Break are $25 per day per child attending. My child's space will be reserved, and I am responsible for payment for this reserved space even if my child does not attend.
- I understand that if my child is to be withdrawn from CMS-ASEP Break, the Site Coordinator must be notified via email five school days in advance of the date of withdrawal. Notification must be made using the online system, Eleyo.
- Non-ASEP families will be billed an **Annual Family Registration Fee** ($50.00) at the time of enrollment in CMS-ASEP. My established payment option will be billed at the time of contract approval for enrollment in CMS-ASEP.
- **No cash** or **on-site** payments will be accepted.
- I understand that I will be invoiced at **the time of contract approval** for Winter/Spring Break. *(Generally, within 5 days of receiving Break registration contract.)* Payments are expected to be made in advance or at time of registration approval via the payment method in my Eleyo account.
- I understand that if my payment is not received by Dec. 5th for Winter Break and March 27th for Spring Break my registration contract will be removed, and my child **will not** be allowed to attend Winter/Spring Break. (*Ex. Insufficient funds, DO NOT HONOR, etc.*)
- I understand that if multiple parties are responsible for the child's account, all parties must ensure that the account is paid in full to avoid loss of services. No more than three (3) payees per account.
- If more than two (2) ACH payments are returned for non-payment, **I** will be required to pay using a card payment.
- I understand that CMS-ASEP has a **No Refund Policy.**
- I understand that my Winter and Spring Break payments will not be refunded for weather-related closings.
- I understand that no adjustments will be made to my account in the event of my child's absence during Winter/Spring Break. I recognize that **I am responsible for fees for time reserved, not actual time spent at CMS-ASEP Winter/Spring Break**.
- I understand that CMS-ASEP operates **Winter and Spring Break Programs** at limited school sites **on select non-school days**. The **Winter and Spring Break Program** is open for a full day, and the hours of operation will be 6:45 a.m. until 6 p.m. I understand that enrollment in a **Winter and Spring Break Program** requires separate registration and additional fees. I understand if I want my child to attend CMS-ASEP during **Winter and Spring Break**, I will register and pay by the given deadlines. **Winter and Spring Break Program** fees are non-refundable and non-transferable.
- I understand that CMS-ASEP is open until 6 p.m. In the event my child is not picked up by the designated closing time, I will be charged **$1.00 for each minute after 6 p.m.**
- I understand that if I am a recipient of a childcare subsidy, I will contact the Site Coordinator at my child's school or ASEP Central Office prior to enrolling my child regarding my payment arrangements.

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