

City Tree Christian School

Summer Camp 2016

Payment Schedule

| Session | Payment Due (by 6:00pm) |
|--|----------------------------|
| 1: June 27-July 1 | June 20 |
| 2: July 4-8 <i>(No Camp Monday, July 4)</i> | June 27 |
| 3: July 11-15 | July 5 |
| 4: July 18-22 | July 11 |
| 5: July 25-29, VBS Week | July 18 |
| 6: August 1-5 | July 25 |
| 7: August 8-12 | August 1 |
| 8: August 15-19 | August 8 |

☞ TUITION PAYMENT POLICY

1. **All camp fees are due the Monday (one week in advance) prior to the beginning of each session.**
*If payment has not been made by the Monday prior to the camp that starts the following Monday you will forfeit your spot to a child on the waiting list.
2. No student will be allowed to attend camp without payment made in full prior to the start of camp.
3. Camp must be paid with a check or cash. **Credit cards are not accepted for Summer Camp.**
4. Payment coupons are located in front of the school office. On each coupon please note the amount enclosed, date, and your child's name. Please place this coupon along with the payment into the tuition payment box.
5. **Cash payments should not be put in the tuition box.** Cash payments should be made directly in the office during office hours (7:30am-4:00pm).
6. If payment is not received by the Monday prior to the new session, your space may be given to a student on our waiting list and your deposit will not be refunded. If space is still available, a **\$10 late fee will be charged** in addition to the regular fees.
7. Deposits are non-refundable and non-transferable.
8. Any child with a notation by his/her name on the sign-in sheet **MUST** come to the office **BEFORE** attending camp to resolve any outstanding debt or other problems.

*Be aware that there are waiting lists for most camps, so to be fair to those students on the waiting list, we will adhere strictly to our policy. Due to summer vacations, our office staff is limited, and we will not be able to call you to remind you of payments due.