

## ASEP Weekly Fees & Payment Policies

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Daily rates are per student

### Group A – Monday & Tuesday or Monday, Tuesday and Wednesday

Bell Schedule	Before School-only	After School-only	Before & After School	Wednesday	Total w/o Wednesday	Total with Wednesday
7:30 – 2:30	\$ 9.00	\$ 31.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
7:45 - 2:45	\$ 11.00	\$ 29.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:00 - 3:00	\$ 13.00	\$ 27.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:15 - 3:15	\$ 15.00	\$ 25.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8 :30- 3:30	\$ 17.00	\$ 23.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:45 - 3:45	\$ 19.00	\$ 21.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
9:15 - 4:15	\$ 23.00	\$ 17.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00

### Group B – Thursday, Friday or Thursday, Friday and Wednesday

Bell Schedule	Before School-only	After School-only	Before & After School	Wednesday	Total w/o Wednesday	Total with Wednesday
7:30 – 2:30	\$ 9.00	\$ 31.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
7:45 - 2:45	\$ 11.00	\$ 29.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:00 - 3:00	\$ 13.00	\$ 27.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:15 - 3:15	\$ 15.00	\$ 25.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8 :30- 3:30	\$ 17.00	\$ 23.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
8:45 - 3:45	\$ 19.00	\$ 21.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00
9:15 - 4:15	\$ 23.00	\$ 17.00	\$ 40.00	\$ 20.00	\$ 40.00	\$ 60.00

### Hey! It's the Best Deal in Town

The After School Enrichment Program is a moderately priced alternative for families. Fees include all activities and a daily snack.

#### Fees are:

**The \$47 registration fee is payable on-line at the time of on-line registration.** The \$47 registration fee only holds the spot for two (2) weeks after school starts. If a site is full the ASEP will refund the registration fee. **The ASEP does not provide drop in care.** \$47 family registration fee; a re-enrollment fee is charged anytime there is a break in service. A break in service constitutes a week where the student has been absent 5 consecutive program days without receiving payment, the student is absent 5 consecutive program days without prior notification from a parent/guardian as well as non-payment of weekly fees on payment due dates constitutes a break in service and is subject to a re-registration fee. **Registration fees are non-refundable unless the site is full.**

All families with students attending the ASEP will be subject to the fee collections policies described in the Family Guidelines. Making sure that payments are received for all students and strict adherence to the

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payment policy is an expectation. This includes parents whom pay via Unity FI Solutions online. There are NO discounts for multiple siblings.

**Payment Method; On-line Only.** Payments may be made on-line only using an ACH check, credit/debit or pre-paid card. ***The ASEP does not accept ACH checks with amounts greater than \$500.00.*** On-site payments methods such as money orders, cashier's checks are ***no longer accepted.*** **Cash is not accepted.** Full weekly fees are charged for school weeks which include holidays. Parents/Guardians will need to set up a profile for either or both forms of payment. The ACH and credit/debit cards operate on separate payment platforms.

**Reminder.** Families who set up recurring payments through Unity FI Solutions are responsible for managing their profile and account information; starting/stopping on-line payments during winter and spring break weeks as well as when the school year ends.

**Fee Payment Policy.** Fees are due on Friday before of the week of care. ***In the event of a school closure for unforeseen circumstances we ask parents not to pay more than 2-weeks ahead so refunds can be processed more efficiently and in a timely manner.*** ***The full weekly fee is due on Friday regardless of the number of days a student attends.*** The ASEP does not provide drop in care. Fees are pro-rated at the start of the school year for incoming Pre-K and Kindergarten students ***only*** because of the CMS staggered entry. If a holiday, long day, or snow day occurs on a usual fee collection day, an extra day of fee collection will be added without penalty. Fees are not pro-rated for holidays which fall within your child's days of school.

**Late Payment Penalties.** Weekly fees are due by Monday at 6:00 PM for the week of care (unless your child is absent from school). If fees for the week have not been paid on Monday, a \$5 late fee is assessed. Payments can be made on-line any day however the \$5 late fee will still be assessed for payments received after 6:00 PM on Monday. ***If payment has not been made by 6:00 PM the following Monday, the child will not be allowed to attend ASEP effective Tuesday. The child cannot be re-enrolled in any ASEP program until full payment of the balance due has been made. A \$47 registration fee is due at re-enrollment.***

**Returned Check Penalties.** Charlotte-Mecklenburg Schools uses UnityFI Solutions to collect funds from checks returned for insufficient funds. There will be a \$25 charge for returned checks and the penalty amount will be resubmitted electronically to your bank by UnityFI Solutions. ***The ASEP does not accept ACH checks in amounts greater than \$500.00.***

**Absence. Full fees are charged when a child is absent from school.** If a child is absent from school on a fee payment day, the parent may pay that week's fee on-line with no penalty. Fee payment day is Friday. Fees can be paid on any day, however, they must be paid prior to 6:00 PM on Friday for the next week and with a \$5.00 late fee paid by Friday of the current week to avoid the \$47 re-registration fee.

**Extended Absence.** If a child needs to be away from the program for *two weeks or more*, the parent may arrange ahead of time to hold the space by paying one-half the usual weekly fee if the program has no waiting list. If there is a waiting list, full payment will be required to hold the space. Parents also have the option of withdrawing their child from ASEP and repaying the registration fee upon their child's return to the program, if space is available.

**Late Pick-Up Penalties.** For every minute a parent/guardian is late picking up a child after the stated closing time i.e. 6:00 p.m. or any early release closing time due to holidays or severe weather i.e. 2:00 p.m., a late pick-up fee of \$1 is charged per minute. **After the third late pick-up as well as habitual and excessive late pick-ups, a child may be excluded from the program.**