



United Educational Corp Programs

www.uecprograms.com
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City Neighbors Charter School After School 2015-2016

Registration

Online registration must be completed annually through the website, www.uecprograms.com. The registration fee is \$11 per child. Only registered students will be admitted into aftercare. The registration process also includes the completion of:

- Health Inventory Form
- Emergency Form
- A Parents Guide to Regulated Child Care (Page 2)
- Credit Card Authorization Form

These forms can be found on the website by selecting Aftercare Forms. Please note that your child(ren) will not be enrolled until all portions of the registration process are complete.

All students must be registered in order to attend aftercare. For liability reasons, we are not able to accept any unregistered children, even in emergency situations. Unregistered children will not be admitted into aftercare.

Attendance Options

We offer 3 different attendance types to best suit your needs.

- Monthly: for those who will attend all or almost every day of the month
- Weekly: for those who will attend the entire week, but not every week of the month; or for those who'd rather pay on a weekly basis
- Daily: for those who will attend one or just a few days of the week, typically the same day(s) every week

Hours of Operation

UEC is open Monday-Friday from 3:15-6:00pm on all days that school is open. On early dismissal days UEC will open at 1:00pm. Based on need, UEC will open on Professional Development days from 8am-6:00pm.

Invoices

Invoices will be sent electronically three (3) days before the due date. You can make a payment through the invoice by selecting the PayPal link. It will redirect you to a PayPal page that reflects the payment due.

Payment

Monthly payments are due by 6:00pm on the first school day of the month. Weekly payments are due by 6:00pm on Monday. Daily and Professional Development Payments are due by 6:00pm on the day of service. Payments that are not received by 6:00pm on the specified day are subject to a \$10 late fee.

Fees

Students who are picked up after 6:00 will incur a \$1/minute late fee. Late payments are subject to a \$10/day late fee and returned checks will incur a \$30 returned check fee. Past due balances will result in your child's aftercare services being frozen, and must be settled before they can return to aftercare. Late fees paid by invoice and online will incur a fee of 2.9% + .30.

Inclement Weather

On days that BCPS closes for the day, UEC will also be closed. If school closes early, UEC will remain open unless it has been declared a "state or emergency" or if UEC determines conditions require us to close. Please check local television and radio stations for closing as well as email alerts from UEC.

2015-2016 Aftercare Tuition

After Care	1 child	2 Children	3 Children	Due Date
Monthly	\$225.00	\$427.50	\$630.00	1 st of each month
Weekly	\$60.00	\$114.00	\$168.00	Monday of each week
Daily	\$13.00	\$24.00	\$36.40	Day of service
Early Dismissal	\$20.00	\$38.00	\$56.00	Day of service

Tuition quoted for 2nd child reflects a 10% discount

Complete Details are Available on the Website