

# Kids Academy Summer 2019 Payment Plan Agreement Form

*If you are paying in full at the time of registration do not complete this form.*

Payment Plan: \_\_\_\_\_ Initial

- 20% of total camp tuition must be made at the time of registration. This amount will be deducted from the total cost before calculating the payment plan payments.
- Must register for a minimum of 3 weeks of Kids Academy Summer Programming in order to qualify for the payment plan.
- Must register before May 31, 2019 to qualify for the payment plan.
- One child per form.
- Invoices will not be sent.
- **How to pay:**
  - In-Person: Paula J. Ring Education Center, 10 Buck Street, Millville.  
By Mail: Cumberland County College, Attn: Buck Street  
3322 College Drive  
Vineland, NJ 08360
  - By Phone: 856-776-2372
- Mailing Payments: If you are mailing your payment make sure it is posted marked before the due date. If it is post-marked after the due date, then it is considered late and will incur a late fee.
- See Payment Plan Policy: Late Fee of \$25
- Payment Types accepted: Check, Cash, Money Order, VISA, MASTERCARD, DISCOVER, or AMERICAN EXPRESS
- Paying via Check/Money Order: Please make payable to Cumberland County College.

## Payment Due Dates:

- Payment #1: April 30
- Payment #2: May 15
- Payment #3: May 30
- Payment #4: June 15
- Payment #5: June 30
- Payment #6: July 15
- Payment #7: July 30
- Payment #8: August 15

*If payment due date falls on Saturday or Sunday, payment is due on the following Monday by 5pm. No Exceptions.*

**Payment Plan Policy:** Late Fee of \$25 per participant \_\_\_\_\_ Initial

The Payment Plan Policy states that payments must be made on or before the close of business (5pm) on the dates listed above. If payments are not received on or before due date and/or are not the correct amount, a late fee of \$25 will be assessed to your account. If a check is returned to us for any reason, there will be a Non-sufficient funds (NSF) fee of \$20 and the payment will be considered late. Once the late fee is assessed, you will have five (5) days to remit payment plus late fee. If after (5) days your account has not been brought up-to-date, your child will be removed from the Kids Academy Summer Program. Late Fees are non-refundable.

**NSF Fees:** All NSF Checks will incur an additional and non-refundable charge of \$20.

**Kids Academy Summer Refund Policy:** Refund requests may be made up to five (5) business days prior to the start of the session. Refund requests received after the deadline will only be honored for certified medical reasons and will be prorated from the last date attended and/or date the documentation (doctor's note) is received. Late fees and NSF Fees are non-refundable.

By signing below, I have read and agree to abide by the payment plan I have selected and understand the payment plan policy, NSF fee and refund policy.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

All information will be kept confidential. If you have any questions, please do not hesitate to call the Workforce Development Office at (856)-776-2372.

Payment Plan Examples:

- 1 Register a 6-year-old child for Kids Academy on April 18 for 6 weeks of programming. Total cost would be  $6 \times \$150 = \$900$ . Down payment of 20% due at registration= \$180. Remaining balance would be \$640. Payments would begin on April 30 for 8 equal payments of \$80.
- 2 Register a 10-year old child for Kids Academy on June 13 for 8 weeks of programming. Total cost would be  $8 \times \$190 = \$1520$ . Down payment of 20% due at registration= \$304. Remaining balance would be \$1,216. Payments would begin on June 15 for 5 equal payments of \$243.20.

FOR OFFICE USE ONLY:

Today's Date: \_\_\_\_\_

Total cost of Program: \$ \_\_\_\_\_

Down Payment of 20%: \$ \_\_\_\_\_ Remaining Balance: \$ \_\_\_\_\_

Equal Payments:

Payment #1: \_\_\_\_\_ Payment #2: \_\_\_\_\_ Payment #3: \_\_\_\_\_

Payment #4: \_\_\_\_\_ Payment #5: \_\_\_\_\_ Payment #6: \_\_\_\_\_

Payment #7: \_\_\_\_\_ Payment #8: \_\_\_\_\_