



## 2017-2018 School SACC Enrollment Contract

Parent/Guardian Name: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_  
 Employer Name/Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Parent DOB: \_\_\_\_\_

I receive DSS Assistance	Yes	No
If you are receiving DSS assistance you must provide the <b>DSS Approval Letter</b> .		
I am requesting a financial assistance Scholarship	Yes	No
If you are requesting assistance you must complete the <b>Scholarship Application</b> .		

### SACC Billing and Registration Procedures

- There is a \$25 registration fee for the first child and \$20 for each additional child. If you register prior to July 28, 2017 we will waive the registration fee if you pay for the first month's care at the time of registration. Registration after July 28, 2017 will require the first month's care cost and registration fee. This registration fee is non-refundable. **Registration must be completed by August 18th, 2017 to begin the first week of school.** Registration after August 18th will require a waiting period; the waiting period is determined by the time it requires to get all documentation forwarded to the SACC site.
- Registration is not complete until all applicable forms, i.e. Registration, Fee Contract, CACFP, Text Alert, Medical Consent, Special Needs, Allergy, Asthma, Court Orders, and payment are turned into the SACC office.
- We are unable to bill an individual third party for the cost of your child's care. If there is party who is responsible for the cost of your child's care through a court order it will be your obligation to seek payment from that individual.
- Payment for SACC is due no later than the 25<sup>th</sup> of the month before the month of service. A late fee of \$5.00 for the first five minutes you are late to pick up your child and an additional \$2.00 for each minute thereafter.
- There is a \$20 dollar fee for all checks and EFTs which are returned.
- If you receive assistance from DSS you are responsible for the balance of any unpaid child care costs, regardless of your parent fee. There is a \$25.00 registration fee for the first child and \$20 for each additional child. The parent fee is only an estimation of what your share of the child care costs are. The parent fee is due no later than the 25<sup>th</sup> of each month. If DSS does not pay as much as you feel they should it is your responsibility to contact your caseworker. You will be responsible to pay for any uncovered childcare expenses within seven (7) days of the statement. \_\_\_\_\_
- The sibling discount is applied to the child who attends the least.
- If you receive a Gateway Scholarship, maintaining a current payment status is required for continuing financial aid. There is not a sibling discount if you receive a scholarship or an EFT discount. If you receive a scholarship participation in the EFT for monthly care costs is required.
- There is no additional charge for a SNOW DAY program if your child was scheduled to attend their regular SACC site AM/PM that day. If your child was not scheduled to attend SACC or they attend only AM or only PM there will be an additional charge. There is an additional charge for School Breaks, such as spring or winter breaks. Monthly program fees are based upon the number of service days in a school year and then divided equally over 10 payments.
- Changes to your contract may be made by calling the SACC office at (315) 755-2005. Changes to your contract must be made prior to the 15<sup>th</sup> of the month prior to service.

Program	Cost is Per Month	Cost for the First Child	Cost for Each Additional Sibling
Full Week AM		\$144	\$114
Full Week PM		\$163	\$131
Full Week AM and PM		\$208	\$166
AM 1 Day Per Week		\$54	\$44
AM 3 Days Per Week		\$101	\$81
PM 1 Day Per Week		\$60	\$48
PM 3 Days Per Week		\$114	\$92
AM and PM 1 Day Per Week		\$74	\$59
AM and PM 3 Days Per Week		\$146	\$116
Day Outside of Contract		\$31	\$26
Early Dismissal/Snow Day for AM Contracts		\$21	\$16
Early Dismissal/Snow Day for PM Contracts		\$16	\$11
Vacation Day Program – 1 Day		\$62	\$50
Vacation Day Program – 3 Day		\$110	\$88
Vacation Day Program – 5 Day		\$164	\$131

Child(ren)s Names	Child(ren)s SACC Sites	Contracted Days	Cost of Care
1.			\$
2.			\$
3.			\$
4.			\$
<b>Total Monthly Fee</b>			<b>\$</b>

**Method of Payment**

\_\_\_\_\_ I choose Statement Billing. You may pay with a check, money order, or credit card at the SACC Office, at any of the three YMCA branches or by calling the SACC office.

\_\_\_\_\_ I choose Auto Pay. Your debit/credit card ending with \_\_\_\_\_ will be processed the 1<sup>st</sup> or 15<sup>th</sup> month prior to the service month.

**Memorandum of Understanding:** I have read and understand this enrollment contract in its entirety. I understand that space is reserved for my child and I am responsible for payment for the contracted days and additional service days. I have received and understand the contents in the parent handbook. I understand that I am the party ultimately responsible for the cost of care despite third party assistance or subsidies. My services may be suspended for any account which is in arrears.

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

Date: \_\_\_\_\_