



Cost Breakdown & Invoicing Questions & Answers 20-21 for all Explorers programs

Q: What is the cost of the registration fee?

A: Registration is \$150.00 PER CHILD. The registration fee is nonrefundable and is applied toward supplies, training and planning for the entire school year. Early registration helps us determine how many staff members we need, the amount of supplies to purchase and gives us time to prepare, so that we have a successful program. Please note spots for the 2020-2021 school year are limited to 50 children per campus. In order to confirm you have a spot, you must register by Friday, October 16 at midnight.

Q: What is the cost breakdown? Do we have to pay the same amount in months with long breaks?

A: \$200 per month for children that attend which is averaged over 9 months (the first payment is due in October 26). Approximately \$4.00 per hour). The amount due is the same EVERY month.

Oct: 1 week	Jan: 3 weeks & 3 days	Apr: 4 weeks & 2 days
Nov: 3 weeks	Feb: 3 weeks & 4 days	May: 4 weeks
Dec: 2 weeks & 4 days	Mar: 3 weeks & 3 days	June: 2 weeks & 4 days

The total time Explorers is in session is 29 weeks. Calculate \$60 a week total for the year. Divide the yearly total by 9 months and the amount due at the beginning of each month beginning is \$200.00.

Q: How are payments made?

A: Auto-draft is the preferred form of payment and can be set up via bank draft or as a credit card draft.

Q: When are invoices sent out? When are they due?

Invoicing will occur the 15th of each month for the following month. The first invoice for the 2020-2021 school year will be sent October 15 with first tuition due on the October 23. The remainder of the installations will be due on the first of every month. The next payment will be due December 1, 2020. The Last payment will be due June 1.

Q: When is a tuition payment considered late? Is there a late fee or a penalty?

A late fee of \$25 will be invoiced on the 2nd of the month if tuition has not been paid. The tuition AND the late fee must be paid before the child can return to Explorers. It is the parent's responsibility to provide proof of payment to the site director via text or email BEFORE Explorers begins at 3:00 pm.

If your Site Director has not received proof of payment by noon, your child will not be allowed to participate in Explorers activities and will sit at the table with the site director. The site director will call you to pick up your child. If your child shows up for Explorers on the 3rd day of the month and the tuition/late fee haven't been paid, we will follow the same protocol. You will be charged an additional late fee of \$25.00. The same protocol will be followed for the 4th day of the month and you will be charged and additional late fee of \$25.00. If your child shows up for Explorers on the 5th day of the month, we will contact CPS.

Q: What is the pick-up policy?

A: Please provide a picture of your driver's license and any additional pick up/emergency contact people to be kept on file so we can identify you until we recognize your face or in the case that Site Director is out, the person covering for her will be able to check identities.

You may pick up your child anytime after 3:00 pm. Studio Bella has a firm final pickup time 5:55. A late pickup charge of \$25 is incurred at 6pm sharp. The invoice must be paid before the child can return to Explorers.