



Camp Falcon 2009

Payment Policies & Changes

Billing Policies:

- We are now able to guarantee days if space is available **without pre-payment** if a family is signed up for automatic deduction from a checking/savings account or automatic charge to a credit card through the St. John's Lutheran School's Smart Tuition billing system.*
- All paperwork and the registration fee must be turned in before dates can be selected. The registration fee is payable to Smart Tuition but is turned in to the Camp Director. **Registration fee does not reserve daily space for the summer.**
- All Parents must fill out a Smart Tuition form at registration. Please have voided check or credit card information available. This applies to families currently enrolled at St. John's Lutheran School as well.
- Parents may sign up for the entire summer. If space is available, all summer dates are guaranteed. The summer rate will be deducted in three installments on the 30th of each month (June-August). Once selected, Camp Falcon does not issue refunds or credits nor does Camp Falcon switch days.
- Parents may sign up by the week as far in advance as desired. If space is available, dates are guaranteed. Weekly rates will be deducted in three installments on the 30th of each month (June-August). Once weeks are selected, Camp Falcon does not issue refunds or credits nor does Camp Falcon switch days.
- Parents may sign up by the day as far in advance as desired on dates where space is available. Daily rates will be deducted in three installments on the 30th of each month (June-August). Once days are selected, Camp Falcon does not issue refunds or credits nor does Camp Falcon switch days.
- Half day (any 5 hours or less) and Full Day options are available.
- To sign up for days, weekly enrollment forms must be received on or before the Wednesday of the preceding week. A \$5/day late fee applies for forms turned in after the preceding Wednesday. Forms can be dropped in the locked drop box in the cafeteria.
- Much like other child care programs, **once dates are selected there are no refunds or switching of days/weeks.** If a child is sick or misses a day for any reason, parents are still responsible for paying for the day. Due to staffing, administrative fees, and scheduling of field trips and activities, we must enforce this policy.
- Rates included all field trips (including preschool swim lessons), activities, projects, and am/pm snack. Students must bring a lunch from home each day (see Camp Falcon Handbook for more details).

Important Changes in our billing system:

- Camp Falcon will no longer be processing payments through St. John's Lutheran School's office.
- All payments will be made to Smart Tuition through automatic deduction from a checking or savings account or through automatic charge on a credit card.*
- Postdated checks will no longer be accepted.
- Parents may pay for the whole summer, by the week, or by the day.
- Whole summer and by the week rates are discounted from the daily rate.
- Due to our auto-draft feature, dates can be guaranteed prior to payment if space is available.
- Invoices will not be mailed to parents. Smart Tuition sends an e-mail reminder a few days prior to auto draft or credit card deduction. It is the parents' responsibility to view their Smart Tuition account online for complete billing information.
- If insufficient funds prevent timely payment, late fees will apply.
- Due to an increase in administrative costs, the registration fee has increased; however, the daily rates have not changed. Whole summer and weekly fees are discounted from the daily rate.

**Please see Camp Director for other payment options.*