



## 2020 Summer Program Policies

### Registration Policies

Registrations will be processed within two business days in the order received. Registrations are accepted as long as space is available or until the first program day, whichever comes first. You will receive an email confirmation immediately following your successful registration and an additional email with program details approximately 3-4 weeks before the program begins. If there are any concerns regarding your registration, we will contact you within two business days. We do not offer prorated tuition.

Once you have registered, please submit the **MoPOP Media, Photo, and Liability Release Form** for each of your students. You are free to re-submit this form anytime you feel you need to make changes to your media permissions or medical information, but this form will remain on file with us until the end of the school year on May 31, 2021.

**Attendance Policy:** We expect students to attend every day of the program in which they enroll, except in the case of illness or emergency.

### Cancellation Policy

If you cancel your registration after it's been processed but at least two weeks before the camp begins, we will refund tuition less a \$50 administrative fee.

**If you cancel your registration with less than the required notice, no refund will be given.**

**Cancellation by MoPOP:** We reserve the right to cancel a class if enrollment is insufficient. Any tuition paid will be refunded in full.

### Late Pick-up Policy

MoPOP offers extended care during the camp week. Please let us know if you would like to add extended care for your camper.

- \$50/week or \$10/day (8:00-8:45 AM)
- \$60/week or \$12/day (4:15-5:30 PM)

If you are more than 15 minutes late to pick up students, your child will be automatically enrolled in extended care and you will be responsible for the relevant daily fee, payable on arrival to pick up your child.

Please call the office if you are running late: (206) 262.3438.

MoPOP.org

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