

Sacramento Chinese Community Service Center Academy of Scholars  
 School-Aged Child Care Center  
 420 I Street, Suite 5, Sacramento, CA 95814  
 (916) 442-4228  
 TAX ID #94-2581434

**Lion's Den Share-of-Cost After School Program  
 Registration Agreement Form  
 September 3, 2020 – June 17, 2021**

<b>CHILD &amp; SCHOOL INFORMATION</b>					
Child's Name:		Birth Date:		Age:	
School Attending:	William Land Elementary School				
2020/2021 Grade:	EK K 1 2 3 4 5 6	Teacher (s):			
<b>PARENT/GUARDIAN INFORMATION</b>					
Parent/Guardian Name:			Email Address:		
Home Address:			City:		Zip:
Day Phone:			Cell Phone:		
Parent/Guardian Name:			Email Address:		
Home Address:			City:		Zip:
Day Phone:			Cell Phone:		

<b>Payment Options</b>
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**I choose one of the following payment options:**

- Kinder Program - \$300 per month**  
**September 2020 - June 2021** (1st payment due September 1, 2020)
  
- Kinder Combo Program (6 hours per day) - \$450 per month**  
**September 2020 - June 2021** (1st payment due September 1, 2020)
  
- Grades 1<sup>st</sup>-6<sup>th</sup> After School - \$300 per month**  
**September 2020- June 2021** (1<sup>st</sup> payment due September 1, 2020)

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**Tuition Policies**

I hereby agree that (child's name) \_\_\_\_\_, will be enrolled in the Lion's Den Share-of-Cost After School Program (SCOP) beginning on: \_\_\_/\_\_\_/20\_\_\_, contingent upon:

Return of this registration form with a non-refundable registration fee of **\$50.00 per family AND electronic payment set up through Procure.**

I understand that acceptance of enrollment constitutes an agreement to pay the monthly tuition by the sixth (6th) day of each month my child is in attendance at the Lion's Den SOCP. The Sacramento Chinese Community Service Center (SCCSC) is entitled to be reimbursed for any attorney's fees and costs incurred in the collection of any unpaid balance. In addition, if I fail to meet my financial obligation to SCCSC by the deadline stated above, I understand that the Lion's Den SOCP has the absolute right to deny classroom attendance to my child. No sibling discounts are available for this program. Anyone enrolling mid-month will be charged a prorated amount of \$25 per day.

I agree to pay the tuition: \_\_\_\_\_ **(initial)**

I understand that tuition is due no later than close of business on the sixth (6th) day of the month that my child is in attendance at the Lion's Den SOCP. SCCSC has the right to exercise a twenty-five dollar **\$25.00 late fee** if tuition is paid after the sixth (6th) day of the month that my child is in attendance at the Lion's Den SOCP. If the 6<sup>th</sup> falls on a weekend or holiday, fees will be charged the following business day.

I agree \_\_\_\_\_ **(initial)**

The following forms of payment will be accepted by the Lion's Den SOCP: ***Visa, Mastercard, and/or Discover made payable to the Sacramento Chinese Community Service Center (SCCSC)***. Registration and/or first month fees will be paid electronically through the link provided to each family.

A **\$25.00 fee** will be assessed for returned payments or a declined EFT. Upon disenrollment, delinquent accounts will be forwarded to our collection office (and/or a collection agency). This collection effort will include all program fees owed as well as collection cost and may result in wage garnishments. The Lion's Den SOCP does not provide refunds for unused/lesser time or disenrollment for any reason. The rates that are set forth in this registration and agreement form are subject to revision by SCCSC at any time; families will receive notice of rate changes in advance.

I understand that I am completely responsible for my child's tuition and fees as described herein.

**We require 30 days written notice before terminating your child's enrollment in the Lion's Den SOCP.**

\_\_\_\_\_ **(initial)**

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**Admission Policy**

I must complete and submit all necessary forms provided by SCCSC and the Lion's Den SOCP prior to my child's attendance, which include: enrollment and program information. Enrollment is on a first come/first serve (space available) basis. In compliance with the Sacramento City Unified School District regulations and SCCSC policies, all children in the program must be checked in and out by an authorized parent/guardian or authorized designee upon arrival and departure by signing the sign in and out sheet with a legal signature (not initialing). I understand that if I or my designees fail to sign my child out of program, a **\$25.00 penalty can be charged**. Multiple failures to sign out in a contract year may result in disenrollment from the program (regardless of whether different individuals failed to sign child out).

I understand that in signing this agreement I agree for myself and for my child to abide by all of the regulations and decisions of SCCSC, including but not limited to its by-laws, statements of policy and the resolutions of its corporate officers. I understand that SCCSC has the right to amend the conditions of this agreement if, in the school's discretion, my child's academic, emotional and/or behavioral situation suggests such action to be in the best interest of the school and/or my child.

\_\_\_\_\_ (initial)

**Program Policy**

I give permission to SCCSC/ the Lion's Den SOCP to sign my child in/out before/after school. I understand that SCCSC is not responsible for my child while he/she is attending school.

I understand that participation in the Lion's Den SOCP program is conditional and based on my child being able to get along with others and adhere to the rules of the program. Acceptable behavior is required to ensure continued participation throughout the enrollment period. The Lion's Den SOCP rules align with the school site and SCUSD.

I understand that if my child becomes ill at school they may not attend the Lion's Den SOCP program. If my child becomes ill while at program, my emergency designees or I will pick-up my child within **60 minutes** of being notified. **After 60 minutes, I will be charged \$1.00 per minute** until my child is picked up from the program. **Illness refund will be considered pending circumstances. I will notify the Lion's Den SOCAP staff if my child has been exposed to any contagious disease or condition** (mumps, measles, chicken pox, lice, pink eye, etc.), so SCCSC/ Lion's Den SOCAP can notify other parents immediately. If my child is suspended from school, they are also suspended from the program.

I have read all the information provided and discussed any questions I have with the site Program Manager. I have read and accept the Lion's Den SOCP policies, procedures, and responsibilities as outlined.

\_\_\_\_\_ (initial)

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**Termination**

This agreement can only be terminated by an officer of SCCSC or the Lion’s Den SOCAP. Common reasons for a child’s enrollment to be terminated from our program include, but are not limited to, the following: failure to pay each month’s tuition, child's behavior is a consistent distraction to others, out of control behavior, and a safety issue to other children. Written documentation will be provided stating the reason or reasons for termination to the child's parents or legal guardian.

\_\_\_\_\_ (initial)

**Waiver And Release Of Liability**

In consideration for being permitted to participate in all program activities at Lion’s Den SOCAP, I hereby waive, release and discharge any and all claims for damage for personal injury, death, or property damage which my child or I may have or which may hereafter accrue to my child or me, as a result of participation in said activities. This release is intended to discharge in advance SCCSC (its officers, employees, and agents) from any and all liability arising out of or connected in any way with my child’s (children’s) or my participation in said activities. It is understood that these activities involve an element of risk and danger of accidents, and knowing those risks, I hereby assume those risks for my child and myself. It is further agreed that this waiver, release, and assumption of risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense. I additionally consent that my son/daughter\_\_\_\_\_ may participate in the Lion’s Den SOCAP and I hereby execute the above agreement, waiver and release on his/ her behalf. I hereby agree to indemnify and hold the persons and entities mentioned above free and harmless from said risks, which participants may incur as a result of programming.

**HOW TO ENROLL IN PROCARE**

For each student attending the program a parent or legal guardian must submit a Registration Agreement Form (prior to the beginning of the school year to reserve a space in the program) and/or an application and Share of Cost Agreement Packet (Due prior to the first day of the start of program) with a non-refundable **\$50 family registration fee**. The non-refundable registration fee and all monthly payments or one time payments must be paid through the online parent portal system. Use this link to register your child:  
<https://www.myprocare.com/Default/Index?aWtuPTExOTAzODgxMTUmc2NoSWQ9NA==>

After you select your payment option you will receive an invoice for your first month’s tuition. Our Bookkeeper will be sending you monthly invoices so you can pay each month’s tuition using this online

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system. She can be reached at [Stefani@sccsc.org](mailto:Stefani@sccsc.org) or 916-442-4228 x106. We do not accept cash or checks for payments. Registration fee and tuition must be paid electronically through the online parent portal system.

**I have carefully read the 2020/2021 registration agreements and I fully understand its contents. I am aware that this agreement contains a release of liability and that it is a contract between SCCSC, the Lion's Den SOCP and myself, and that I am signing it of my own free will.**

**PARENT/GUARDIAN**

Print Name of Parent/Guardian:	
Signature of Parent/Guardian:	
Date:	