



AFTER SCHOOL PROGRAM TUITION PAYMENT OPTION FORM 2011-2012

Family/Client Account Name _____ Home Phone _____
 Work Phone _____ Primary Email Contact _____

Enrolled Student(s)

Name _____ Age _____ Name _____ Age _____
 Name _____ Age _____ Name _____ Age _____
 Name _____ Age _____ Name _____ Age _____

Tuition fees are per student and based on 38 Weeks. **Tuition Rates**

1 Day per week	\$35/Week	\$133/Month	\$665/Sem.	\$1330/Year	4 Days per week	\$96/Week	\$364.80/Month	\$1824/Sem.	\$3648Year
2 Days per week	\$56/Week	\$212.80/Month	\$1064/Sem.	\$2128/Year	5 Days per week	\$99/Week	\$376.20/Month	\$1881/Sem.	\$3762 Year
3 Days per week	\$78/Week	\$296.40/Month	\$1482/Sem.	\$2964/Year	Drop-In	\$40/Day	Non-Contract Students		

Payment Option A * Full Year-1 Payment * Due: August 1, 2011

- Students will receive an additional 3% discount on total tuition if full tuition amount is received by August 1, 2011.
- One lump tuition payment will be made directly to Lopez Studios, Inc. by check or any major credit card.

Payment Option B * 2 Payments * Due: August 1, 2011 & January 1, 2012

- First tuition payment will be made directly to Lopez Studios, Inc. by check or any major credit card.
- Second tuition payment must be made through FACTS or any major credit card.

Payment Option C * Deferred Monthly Installments * 10 Total Installments

- First tuition payment will be made directly to Lopez Studios, Inc. by check or any major credit card.
- Remaining monthly payments will be made through FACTS beginning in October and ending in June.
- First tuition payment made directly to Lopez Studios, Inc. will be due in the starting month of enrollment.
- Tuition paid through FACTS will begin in the following month. (2nd month of enrollment)
- Family must complete and submit a FACTS Enrollment Form for Payment Option C

We have selected Payment Option _____ for the 2011-2012 year.
 Please read important Policy Information on the other side and sign.

- First Tuition payment will be paid by Check Due by August 1, 2011 or upon enrollment
 First Tuition payment will be paid by Credit Card Complete Authorization Below

Payment Option B Second Payment Due January 1, 2012

- My Second Tuition payment due will be paid through FACTS.
 Complete & Submit FACTS Enrollment Form with Registration (Contact Admissions Office for Enrollment Form)
 My Second Tuition payment due will be paid by Credit Card. Please complete Credit Card authorization below.

Payment Option C

Remaining Tuition balance will be paid through FACTS monthly. (REQUIRED)
 Complete and Submit FACTS Enrollment Form with Registration (contact admissions office)

Credit Card/Automatic Debit Authorization

Card Holder _____ Account # _____
 Security Code _____ (on back panel) Card Type: Visa * Master Card * Amex * Discover
 Expiration ____/____/____ Authorized Signature _____

This is a debit for the First Tuition Payment and/or second payments due directly to Lopez Studios, Inc.

Payment Option A Policies

OVER

1. Tuition and associated fees are due directly to Lopez Studios, Inc. in one payment by August 1, 2011 or upon enrollment.

- 1a. Tuition includes transportation (pick-up & drop-off), early Monday pick-ups, all enrichment classes, and year end demo performance & reception.
- 1b. Extended hours on select teacher work days, and holidays will be available for additional fees.
2. Payment may be made by check or any major credit card.
- 2a. Students will be entitled to a maximum of 38 weeks within the year and will receive an additional 3% discount on total tuition if paid by August 1, 2011.
- 2b. Credit Card payments may be processed up to 5 Business days before payment is due. This is an automatic payment with no invoices, reminders or notices sent.
3. All tuition payments made by credit card will be subject to a convenience fee of 3.5% per transaction. (tuition only)
- 3a. Credit Card charge backs that result in default of this contract will be referred to our 3rd party collection agency for immediate collection.
- 3b. Scheduled automatic credit card charges that are declined for payment will be assessed a "declined" fee of \$35.
12. If a student withdraws from the After School Program, they will be subject to the following refund schedule: (providing required notice has been given)
 - Withdraw within 2 months of enrollment or after tuition is paid - 40% refund
 - Withdraw between 3- 5 months of enrollment or after tuition is paid - 25% refund PLEASE INITIAL HERE _____
 - Withdraw beyond 5 months of enrollment or after tuition is paid - 0% refund
- 12a. Students who withdraw from the After School Program will be required to give 4 weeks (20 business days) advanced notice in writing before the next scheduled tuition payment is due. Otherwise, student/client will be responsible for full payment of any amount due at that time.
13. Students who are dismissed from the studio for disciplinary reasons will not receive a refund for classes/lessons missed.
- 13a. Students will receive a 100% refund of all fees paid in advance if the After School Program has been cancelled or discontinued for any reason.
14. Tuition payment plans changed after initial signed payment contract will be subject to a \$60 adjustment Fee for each change request.
15. Tuition fees are subject to change at any time.
16. A \$35 fee will be charged for all returned checks as well as a \$35 Late Fee for all accounts 7 days past due for every month late (30 days).
- 16a. Clients whose account balances are more than 30 days past due will be withdrawn from the After School Program until all account balances become current.
- 16b. Clients will be responsible for any and all fees incurred by Lopez Studios, Inc. for the collection of outstanding balances including legal fees and/or court cost.
- 16c. Accounts that are 90 days past due will be referred to our third party collection agency for immediate collection.
- 16d. Refunds due to clients may take up to 30 days for processing and delivery.
17. All Registration Fees and Tuition Deposits are non refundable.

Payment Option B Policies

1. Tuition and associated fees are due in two payments on August 1, 2011 (or upon enrollment) and on January 1, 2012.
- 2a. The first payment will be due directly to Lopez Studios, Inc. by check or any major credit card.
- 2b. The second payment must be made through FACTS or any major credit card. Payments through FACTS will be processed on January 5, 2011.
- 2c. All tuition payments made by credit card will be subject to a convenience fee of 3.5% per transaction. (tuition only)
- 2d. Credit Card payers will not be sent an invoice or a reminder. These payments will be automatically processed based on your selected payment option.
- 2e. There is a \$20 yearly enrollment fee when budgeting 1 payment through FACTS.
4. Policies 1a-1b-2b-3-3a-3b-12a-13-13a-13b-14-15-16-16a-16b-16c-17 from Option A apply to this option as well.
7. If a student withdraws from the After School Program, they will be subject to the following refund schedule: (providing required notice has been given)
 - Withdraw within 2 months of enrollment or after tuition is paid - 25% refund
 - Withdraw beyond 2 months of enrollment or after tuition is paid - 0% refund PLEASE INITIAL HERE _____

Payment Option C Policies

1. Tuition and associated fees will be paid in 10 installments with the first payment due directly to Lopez Studios, Inc. by August 1, 2011 or due in the starting month of enrollment. Tuition through FACTS will begin in the following month (2nd month of enrollment).
- 1a. First Payment due directly to the studio may be paid by check or any major credit card.
- 1b. The remaining monthly payments will be processed through FACTS. This is REQUIRED for Payment Option C.
- 1c. Payments through FACTS will begin in October and end in June.
- 1d. Payments through FACTS will be made on the 5th of every month.
- 1e. Accounts that are not collectable through FACTS for any reason will be responsible for a \$35 Late Payment Fee for each occurrence in addition to any other fees charged by FACTS or your bank.
- 1f. There is a \$41 yearly enrollment fee when budgeting monthly payments through FACTS. PLEASE INITIAL HERE _____
2. All monthly payments are due regardless of the number of lessons given in the month or any excused absences.
3. If a student withdraws from the studio, no refund will be given for missed days.
4. Policies 1a-1b-2b-3-3a-3b-12a-13-13a-13b-14-15-16-16a-16b-16c-16d-17 from Option A & B apply to this option as well.

Other After School Program Policies

Refund Policy: No refunds will be given for any reason (missed days, illness, etc.) and all deposits and registration fees paid are non-refundable.

Liability Waiver: Lopez Studios, Inc. desires to provide a safe and enjoyable After School Program for all campers, but understands that accidents can still occur. Parents understand that there are risks involved with transportation and other associated after school program activities. In consideration of your child being allowed to participate in this program, parents/guardians agree to assume responsibility for those ordinary and reasonable risks associated with travel and activities. Parents will agree to hold harmless Lopez Studios, Inc., its affiliates, employees, agents, and representatives, including volunteers and drivers from any and all claims arising from their child's participation. We also certify that we have read and will abide by all of the policies as stated above.

Emergency Health Authorization: Lopez Studios, Inc. and its representatives have parents/guardians permission, in an emergency when you or your camper's physician cannot be reached, to take the camper at parent/guardian expense to the emergency room of the nearest hospital; and the hospital and its medical staff have my permission to provide treatment which a physician deems necessary for the well being of the camper.

Do we have your permission to administer TYLENOL if needed? YES or NO
 Do we have your permission to publish pictures of your child for marketing/promotional purposes? YES or NO

I (We) have thoroughly read all of the policies concerning the payment options prior to selecting an option. I (We) further understand and agree to adhere to all the policies written hereof. Please initial items under the payment plan selected.

Responsible Party Signature

Date