Montgomery County Community College  
Children’s Center Registration Form –Summer 2014  

Today’s Date: ________ Name of Child: _____________________________________

Child is:  Male ___  Female ____ Date of Birth: ________

Home Address: ___________________________________________ Town, Zip: ____________________________

Parent/Guardian Name/Address: _____________________________________________________________________

Home and Cell phone Numbers: ___________________________ Email address: _____________________________

Parent/Guardian Name/Address: _____________________________________________________________________

Home and Cell phone Numbers: ___________________________ Email address: _____________________________

I, __________________________________________, wish to enroll _____________________________ for

___Camp Session I, 4 weeks (6/23-7/17, closed 7/4)  ___Exclude one calendar week, discount $50, date must be provided at

the time of enrollment for the discount to apply. Limited to one week per

session. Vacation week (M-F, only): __________________________

___Camp Session II, 4 weeks (7/21-8/15)

Camp schedule: Monday through Thursday, 9-12 noon

<table>
<thead>
<tr>
<th>Check for full time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-12 noon (Required)</td>
<td>Camp</td>
<td>Camp</td>
<td>Camp</td>
<td>Camp</td>
<td></td>
</tr>
<tr>
<td>Includes snack</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional hours:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 am drop off</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 pm pick-up</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 p.m. pick-up</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 p.m. pick-up</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Includes snack</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 p.m. pick-up</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Complete the following to determine fees:  
**Total for summer camp sessions (Precamp/Session 1/Session 2)**

To register: Enclose registration fee of $30 plus insurance fee of $15.00 and full payment for one camp session plus any extra hours $ ______. Full payment for subsequent camp sessions due 2 weeks prior to the start of the session.

Waiting list: Enclose registration fee, only.

Parent/guardian signature, on back, plus nonrefundable fees required to reserve a space.
More about Registration and Related Fees

The Registration, and insurance fees are non-refundable. These fees plus the full camp session fee must be paid at the time of enrollment, to reserve a space for your child.

Sibling discount: One registration fee is due per family. For families enrolling 2 or more children in the Children’s Center 15 hours (or more) per week (per child) there is a 10% discount on the weekly fees for the oldest child.

Payment of fees:
Payments by check are accepted at the Children’s Center. The MCCC Business Office accepts cash, credit card or checks. Weekly payments are due in advance of the time used by Friday by 1 p.m. A late fee of $10 per week may be applied. The Children’s Center reserves the right to terminate enrollment for unpaid balances over two weeks.

Late Pickup: If a child is left at the Children’s Center past closing time, a penalty of $1.00 per minute or $15 (the emergency extra hour fee) will be charged, whichever is higher.

Holidays/Emergency Closings/Child Illness or Absence: Full tuition is due for all weeks, including those in which in-service/holidays/emergency closings/illness/absence occurs. Other days may not be substituted. The Children’s Center will close for inclement weather or other emergency conditions when MCCC closes. Credit or refunds are not given for illness or other unplanned child absences. Please refer to the Center calendar for closing dates. Tuition is not charged for winter break. Spring break is not charged to students or faculty members.

Schedule changes: MCCC students/faculty will be permitted to change their schedules once during the first 2 weeks of the semester without additional charge. All other schedule changes will be subject to a $15 change fee.

Required Forms: PA state regulations require parents to provide a completed Emergency Contact Form. A Child Health Form with up-to-date immunizations is required for children attending for more than 30 days and must be updated annually. Refer to the Parent Handbook for documentation required for children with serious medical concerns. The Center must be notified immediately of any changes to the Emergency Contact Information and signed updates to this form are required every six months.

Written notice is required two weeks prior to withdrawal for any reason.

I have read and understood the information above as well as the Parent Handbook. I agree to comply with all Center policies.

Children’s Center Director Date Signature of Parent/Guardian Date

Send to: MCCC Children's Center 340 DeKalb Pike, Blue Bell, PA 19422 Contact: 215-641-6618/dravacon@mc3.edu

MCCC is committed to assuring equal opportunity to all persons and does not discriminate on the basis of race, color, sex, religion, ancestry, national origin, age, applicable disability, or sexual orientation in its educational programs, activities, admissions, or employment practices as required by Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and other applicable statutes.