



Play Centers, Inc. / Play and Learn
 "Your First Choice for Quality Child Care and Education"
 in Anne Arundel County, Baltimore City,
 and Baltimore County



ELEMENTARY/MIDDLE SCHOOL PROGRAM CHANGE FORM

**THIS FORM MUST BE RECEIVED NO LATER THAN THE 20TH DAY IN THE MONTH PRIOR TO WHEN THE CHANGE WILL TAKE EFFECT!
 PROGRAM CHANGES MAY NOT BE SUBMITTED MORE THAN 30 DAYS BEFORE THE EFFECTIVE DATE OF CHANGE!**

Center: _____

Child's Name: _____

My child's **CURRENT** enrollment is:

Before School (BS) (7:00 am until school opens)
 After School (AS) (upon dismissal until 6:00 pm)

M__Tu__W__Th__F__
 M__Tu__W__Th__F__

Drop-In Program:

BS____ AS____

Withdrawn
(A \$25.00 Reactivation Fee is due with this form.)

____ (Please 'X', if applicable.)

My child's **NEW** enrollment will be:

Before School (BS) (7:00 am until school opens)
 After School (AS) (upon dismissal until 6:00 pm)

M__Tu__W__Th__F__
 M__Tu__W__Th__F__

Drop-In Program:

BS____ AS____

(A credit card is required to be on file if your child is ONLY enrolled for drop-in care.)

Withdrawn

____ (Please 'X', if applicable.)

Reason for Withdrawal (optional): _____

Effective Date of Change is the 1st day of _____ , _____
 (Month) (Year)

By signing below, I understand, accept, and agree that any change in my child's enrollment may result in a change in my monthly tuition rate and that I am financially responsible for payment.

I further understand, accept, and agree that if I currently have a credit card on file that my new monthly tuition rate and/or drop-in fees, etc. will be charged accordingly.

 Parent/Guardian Signature (seal) Print Date: ___/___/___

 Director/AR/Administrative Signature Print Date: ___/___/___

NOTE: As stated on the registration contract, a letter will be sent to you confirming the change in your child's enrollment and any additional financial information, if applicable. Failure to receive the letter or loss of the letter does not excuse non-payment or late payment of tuition and any additional monies, if applicable. Failure to notify Play Centers, Inc. of your child's withdrawal by the appropriate deadline will result in forfeiture of your deposit money. Temporary changes in enrollment for drop-in services during the month of December will not be honored. Requests to change to a drop-in status for May and/or June will not be honored. Requests to withdraw after April 1st will not be honored.