

## Withdrawal Policies & Deadlines (ECC Only)

### Is the Enrollment Deposit refundable?

**Before the school year starts:** You may cancel your Fall enrollment before **June 1st, 2022** and receive 75% of your Enrollment Deposit back.

**After June 1st, 2022:** **No.**

### What is your withdrawal policy?

**Before the school year starts:** See above.

**While your child is attending:** We require **30 days notice** of withdrawal.

With 30 or more days of notice, the Enrollment Deposit is applied to the last month of tuition your child attends school. You may owe a small difference.\* Without notice, you forfeit the deposit and will owe a difference if there is any.

*\*Our deposits are based on 9am-2pm schedules. Families with extended daycare hours will have a deposit that does not fully cover their monthly tuition rate.*

### Can I change my hours? What about my schedule?

If your program has a 9am-2pm vs. 7:30am-5:30pm option, you can request to change your hours at any time. This is your personal preference.

Changes between 5-days, 3-days, and 2-days a week are subject to availability. You may request these changes but there are often waiting periods.

### Schedule Change Fees:

*This applies to changes in hours and days of the week, increases and reductions.*

There is no fee to change your schedule before May 2, which is when Deposits are due for students enrolling in advance.

From May 2 to September 23, there is a **\$50** charge to change your schedule.

Schedule changes are **\$35** for the rest of the school year after September 23.