



Innovation Learning offers a variety of opportunities for families to schedule according to their specific needs. We do not lock our families into a specific number of days in an effort to ensure the highest level of flexibility. You can schedule your child one day a week, one day a month or one day a year.

### **Registration Fees**

Registration fees are nonrefundable payments applicable to the entire school year or summer programming. If a parent chooses to cancel any programming options or withdraw their child from the program at any time, Innovation Learning retains this fee. Should programming be canceled or delayed by Innovation Learning, the Registration Fee will remain on the families' account until the end of the year for use when programming resumes.

### **Drop - In Registration**

**Our most flexible payment option,** 'Drop In' scheduling and pricing affords families the opportunity to change their schedules from day-to-day or week-to-week. Families taking advantage of the “Drop-In” option can schedule the same day. Children can attend as needed and are not locked into the same weekly set schedule.

#### Benefits of a Drop – In Schedule

- Families can schedule and “pay as you go” right in your Family Account
- The Drop-In Schedule can be used in unison with the Daily Schedule to take care of “last minute” or “emergency” coverage needs (not covered by Daily Schedule enrollment). For example, if a child is registered for every Tuesday and Thursday via their Daily Schedule enrollment and they want to add Wednesday for one week, the additional day can be added via the Drop-In Schedule.
- Families have ultimate control over their schedule and only pay for what they register for.
- Drop-In scheduling is the only pricing option where parents receive a credit if their child is sick or cannot attend for any reason (after they have been registered).

#### Important Conditions for Drop – In Scheduling

- Drop-in rates are paid at the time of enrollment, prior to your child’s attendance in the program.
- Families who schedule same day Drop-Ins **MUST** inform the School Office and/or their child's Classroom Teacher prior to the end of the School day. For safety reasons, it is essential that the school is aware (especially for last minute and emergency scheduling).
- The Drop-In program costs a little bit more and is an additional \$3.00 per session more than the Daily Rate.
- Innovation Learning **MUST** be notified an hour before program start that a child is being enrolled as a drop-in.



- An additional fee will be added if you send your child to the program for parents who do not register, enroll and pay for the program prior to sending their child.

\*\* If a student is not scheduled for a Drop In, families will receive an additional \$5.00 late Drop In fee.

### **Daily Rate Description**

The Daily rate is for families who have a steady, consistent schedule. When families register and enroll their child, under Daily Rate Pricing, they select their schedule and lock it in for the year. For families that use this pricing structure and schedule, they pick and choose the days (morning and/or afternoon) they need for the entire year and conveniently leave it.

### **Benefits of a Daily Rate Schedule**

- Set Schedules are easy to budget for as they are billed each week, the Friday prior.
- You can conveniently set up your schedule at the start of the year without having to worry about scheduling each and every week.

### **Important Conditions for Daily Scheduling**

- You will be billed for the days you have selected regardless of whether your child is sick or attends the program. Credits and refunds are not provided for absences.
- If you anticipate that your child's schedule will change often, then it is likely that you will want to use "Drop-In" Registration as the Daily Rate schedule requires one week notice for any changes.

Daily Rate Families will be set up on an Autopay method of payment and weekly installments are deducted the Friday prior to the new week.

If you want to make changes or cancel a set, daily schedule, you must contact our Customer Service team **the Monday prior** at [info@innovationlearning.com](mailto:info@innovationlearning.com) or **866-239-3661 ext. 1**.

### **AM/PM Combined**

For families that need to use our program AM and PM on the same day, we offer AM/PM combined scheduling and pricing. This option allows families to minimize time spent selecting their schedule during registration.

This schedule is similar to the Daily Rate option as families select their days of the week and it becomes their "set" schedule for the remainder of the year, unless they decide to cancel.



### Benefits for AM/PM Combined

- AM/PM Combined are set schedules are easy to budget for as they are billed each week, the Friday prior.
- You can conveniently set up your schedule at the start of the year without having to worry about scheduling each and every week.

### Important Conditions for AM/PM Scheduling

- You will be billed for the days you have selected regardless of whether your child is sick or attends the program. Credits and refunds are not provided for absences.
- If you anticipate that your child's schedule will change often, then it is likely that you will want to use "Drop-In" Registration as the Daily Rate schedule requires one week notice for any changes.

As with Daily Rate Pricing, families pay using the Autopay method of payment and all weekly installments are deducted the Friday prior to the week.

To make changes or cancel your selected AM/PM schedule, you must contact our Customer Service team **the Monday prior** at [info@innovationlearning.com](mailto:info@innovationlearning.com) or **866-239-3661 ext. 1**.

### Monthly Rate Description

Monthly scheduling and pricing are for families who need our programs full time, either AM, PM or both. Monthly rates are for families who need to use our programs every day of the year.

### Benefits of a Monthly Rate Schedule

- Because our monthly customers use our programs most, the monthly rate typically represents are most economical option for families.
- Pricing is made convenient by dividing the entire school year in to nine (9) or ten (10) equal installments (depending upon the length of the school year for your child's school) that are paid throughout the school year (August – May, August – June or September – June).

### Important Conditions for AM/PM Scheduling

- Monthly rates are already discounted and no other discount will apply to the account (e.g. military, sibling, teacher).
- Monthly installments will not be prorated. Regardless of the number of days in a specific month, pricing is the same. This is because monthly pricing has been determined based on the number of days in the school year and equally divided to create predictable, installment pricing. Whether there are 20 days, 18 days or 10 days in a month, pricing



remains conveniently consistent. This ensures that families can spread the total cost out throughout the year and can budget accordingly.

- Monthly rates are discounted based upon volume and they are based on total yearlong attendance. Therefore, we do not offer credits or refunds for any unused days to include partial months. If you are concerned about potential absences (to include those outside of your control, such as school closures or illnesses) then you likely want to consider our Daily Schedule or for even greater flexibility, the Drop-In Schedule.

Families pay using the Autopay method of payment and all monthly installments are deducted the 1<sup>st</sup> of each month.

To cancel or switch from the Monthly rate, you must contact the Customer Service Team **one week prior to the next monthly Installment due** at [info@innovationlearning.com](mailto:info@innovationlearning.com) or 866-239-3661 ext.1 and provide a month's advance notice.