Extended Care

Advanced Registration

Week of: _____

AM Care:

Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					
Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					
Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					

Please circle day(s). The advanced rate for AM Care is $4.00 (per day, per student).

PM Care:

Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					
Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					
Name _____		M	T	W	TH	F
Grade _____	**Homeroom** _____					

Please circle day(s). The advanced rate for PM Care is based on pick-up time (per day, per student):

Before 4:00	$5.00
4:01 – 4:30	$8.00
4:31 – 5:00	$10.00
5:01 – 5:30	$15.00
5:31 – 6:00	$20.00
6:01 – After	$20.00 + late fees ($25.00 per student, every 15 minutes)

All services are billed monthly through FACTS, which will occur the first week of the following month. Payment is due within 10 days from the date of invoice/billing.

To qualify for the advanced rate, forms must be turned in by the last scheduled school day, no later than 5 pm, prior to the week of service requested. All forms turned in after the deadline will be billed at the drop-in rate.

Forms may be dropped off at the school office, given to Extended Care staff, faxed to the school at 630-961-3771, or emailed to **jthornton@ascacademy.org**. The proper form must be used with your registration and can be found on the school's website under FACTS AND FORMS.

ASCA assumes no responsibility for electronic forms not received by the deadline.

Office use only: Received date: _____ Received by: _____

DRAFT