



SUMMER CAMP PAYMENT, ABSENCE & CANCELLATION POLICIES

Please review the following policies for the
Language Exchange of Northern Colorado, LLC

Payment Policy

- There is a camp registration fee of \$19 for all new campers. The camp registration fee is \$10 for returning campers
- The following is required to hold a space for camp: 1) Full registration fee, 2) List of camp days, and 3) \$5 per day of camp
- Weekly payments are required if full payment is not made when registering. These payments are due before the camper's first day of camp each week.

Absence Policy

- Credit or refunds **ARE NOT** available for missed camp days.
- Students may make-up a missed day by attending a different day of camp. In order to receive a make-up day, parents must notify the office **BEFORE 9:30am** that their camper will be absent that day.

Cancellation Policies

Cancellation by Student

- All cancellations must be made in person or by phone.
- If a camper cancels **at least 5 days before** their first day of camp, 100% of payments will be credited to student.
- Campers may cancel after their first day of camp. See the "Love It or Leave It" Guarantee.
- For all other cancellations, the registration fee and hold payment will not be returned.
- Campers may request a refund of all available credit or may use the credit for another class.

Cancellation by Language Exchange

- The Language Exchange may cancel a day of camp if the minimum number of campers have not enrolled.
- In the event a day of camp is cancelled, the Language Exchange will notify all enrolled campers **at least two (2) days** before the cancelled day.
- If the Language Exchange cancels a day of camp, any payments will be credited to the camper. Campers may request a refund of all available credit or may use the credit for another day of camp or another class.

Discounts

- Early Enrollment Discount 10% - when you enroll and pay in full by April 30th.
- Sibling Discount 15% - when enrolling two or more family members.

"Love It or Leave It" Guarantee

Complete the registration, signup for as many days as you wish and pay to hold your space. **Attend one day of camp. If you or your camper are not completely satisfied, you pay nothing.** A complete refund (including registration fee and the camp of day attended) will be issued to you.