



**YINGHUA
ACADEMY**

Yinghua Academy Extended Care Program

2009 -2010 Change Form

Contract Period 9/8/2009 – 6/11/2010

Child's Name (Last, First, Middle)	Grade	Date Submitted	Effective Date

Permanent Change to Yinghua Care Letter of Agreement

This will replace your prior contact. Please check the days below your child will receive care.

Before School

\$7 / day (7:00 to 8:30 a.m.)

MON	TUES	WED	THURS	FRI

After School

\$13 / day (3:30 to 6:00 p.m.)

MON	TUES	WED	THURS	FRI

Release Days

\$45 /day (7:00 a.m. to 6:00 p.m.)

- | | |
|---|---|
| <input type="checkbox"/> Thursday, October 15 | <input type="checkbox"/> Friday, March 5 |
| <input type="checkbox"/> Friday, October 16 | <input type="checkbox"/> Friday, March 19 |
| <input type="checkbox"/> Friday, November 6 | <input type="checkbox"/> Friday, March 26 |
| <input type="checkbox"/> Friday, November 13 | <input type="checkbox"/> Monday, April 26 |
| <input type="checkbox"/> Monday, January 18 | <input type="checkbox"/> Monday, May 31 |
| <input type="checkbox"/> Monday, February 15 | |

One-Day Registration Change

This is to add/remove a date from your child's registration. This is an exception to the regular registration.

Add Date: _____ Circle: Before School Care / After School Care / Full Day Care

Add Date: _____ Circle: Before School Care / After School Care / Full Day Care

Remove Date: _____ Circle: Before School Care / After School Care / Full Day Care

Remove Date: _____ Circle: Before School Care / After School Care / Full Day Care

Change Fee Policy

Changes to the Yinghua Care Letter of Agreement must be made by completing this Change Form with a two week notice (less than two week notice will result in a higher change fee). **Starting January 1st, 2010 – all changes will be assessed a service fee. The fee must accompany this change form in order for the changes to be made effective.**

Permanent Change to Yinghua Care Letter of Agreement Fee: \$15

One-Time Registration Change Fee (two weeks notice or more): \$5

One-Time Registration Change Fee (less than two weeks notice): \$10 **

**This fee will replace the late registration fee

Please review the Contract Terms and Policies on the second page of this contract before signing.

By signing, I confirm that I have fully read, understand and agree to the Yinghua Extended Care Program Contract terms and policies as stated on this contract.

Parent/Guardian Signature	Date

Return completed forms and applicable fees to: Yinghua Academy Extended Care, 1616 Buchanan St NE, Mpls, MN 55413

Date Received: _____