

CONDITIONS FOR PART-DAY ENRICHMENT PROGRAMS
SCHOOL YEAR (SY) 2007-2008
(Effective 1 September 07)

The goal of the Wright-Patterson AFB Part-Day Enrichment Program is to provide the highest quality care for your child(ren) at the most reasonable cost possible. To ensure expenses are kept to a minimum, the following procedures have been developed:

1. Parent fee ranges are established yearly by DoD and fees (six categories) are approved at base level prior to implementation. Placement in one of the six categories is based on total family income as defined by the latest guidance published by DoD. Fees will be changed no more than once per year pending any required bargaining procedures or special circumstances as determined by the Installation Commander or designee.
2. Preschool fees are computed by prorating the DoD full-time fees according to the number of days per week your child attends. If care is provided beyond the hours posted for PDE, a late fee of \$1.00 per minute will be charged when children are picked up. Late fees must be paid at time of pick-up. No credit is given for federal/local holidays or when the program is closed due to unforeseen circumstances such as inclement weather, facility problems, school closings, etc.
3. Preschool fees are due by close of business on or before the 5th of each month. Advance payments are accepted. Payments may be made by cash, check, club card, credit card (Visa and Mastercard) or EFT when available. A late fee of \$5.00 per day, per child, will be assessed for payments made after the 5th. If the fees and late charges have not been paid by COB on the 15th, the patrons will lose their child care privileges and the outstanding debt will be referred to the NAF Accounting Office for collection.
4. Preschool fees are computed for the entire school year. No credit is given for vacations, missed days, sick days, TDYs, school closings, etc.
5. A two week notice in writing is required prior to withdrawing the child(ren) from care. Additional fees may be charged if sufficient notice is not provided.

SCHOOL YEAR 2007-2008 FEES (PAID BY MONTH)

CAT	TOTAL FAMILY INCOME (TFI)	3 Day
1	\$0-28,000	\$63
2	\$28,001-34,000	\$77
3	\$34,001-44,000	\$90
4	\$44,001-55,000	\$103
5	\$55,001-69,999	\$118
6	\$70,000-UP	\$131

CHILD(REN) NAME(S): _____

MEMO OF UNDERSTANDING

I have read and understood the Wright-Patterson AFB Conditions for Part-Day Enrichment Care. I understand additional charges and/or penalties may be incurred if the policies outlined are not followed. I also understand that any outstanding debt may be referred to the NAF Accounting Office for collection.

SPONSOR PRINTED NAME

SPONSOR SIGNATURE

DATE

PDE REPRESENTATIVE SIGNATURE

DATE

TO BE COMPLETED BY PDE STAFF:

CATEGORY:

AMOUNT OF PAYMENT: