



2018-19 After School Program

Registration Information

Membership:

Membership in Boys & Girls Club of Cornwall/SDG provides your child with a whole year of fun opportunities including access to After School Programs, PD Days, and Summer Camps. The membership period is July 1st to June 30th annually. For 2018-19 there is no Membership fee (a savings of \$40/child compared to previous years).

Program Details:

- For grades 1 to 6
- Includes a healthy snack each day
- Curriculum includes physical activity, homework help, and health & wellness education
- Operates on all school days

Registration:

Registration for the After School Program will be ongoing while space is available. Registrations are accepted online at <http://www.bgccornwallsdg.com/programs/after-school-program> and at Boys & Girls Club's 506 Clubhouse, located at 506 First St East, weekdays between 9:30 am and 5:00 pm.

Fees:

Locations open only to students attending the school:	Program Fee per Child	
	If paid monthly	If paid in advance (By Aug 15, 2018)
Bridgewood Public School	\$ 50	\$ 450
Central Public School	\$ -	\$ -
Sacred Heart Catholic School **NEW	\$ 50	\$ 450
Viscount Alexander Public School	\$ 50	\$ 450

Locations open to all students:	Language	Program Fee per Child	
		If paid monthly	If paid in advance (By Aug 15, 2018)
506 Clubhouse (506 First St. E)	English	\$ 50	\$ 450
Henry St Clubhouse (499 Henry St.)	English	\$ 50	\$ 450
Benson Centre (800 7th St. W)	French/English	\$ 65	\$ 600



Payment Options:

1. Online registration accepts payments by credit card. Choose “Pay Now” if you wish to pay in a lump sum, or “Pay Later” if you wish to pay monthly or if you wish to pay in person.
2. Pre-authorized Debit: the Program Fee will automatically withdrawn from your bank account on the 30th of each month for the following month (starting August 30th 2018, through May 30th 2019). Programs serving children from francophone schools start on Aug 28, but there is no charge for the month of August. Please complete and sign a Pre-Authorized Debit form.
3. One Payment Make one payment for the whole school year by Aug 15, 2018 and save \$50 per child. We accept Cash, MasterCard, Visa and e-transfers (finance@bgccornwallsdg.com).

FAQ

Who is eligible for a subsidy? Anyone can apply for a subsidy to help with the monthly fee for the After School Program. The financial needs assessment tool (below) is a guideline based on the household income and number of children being registered per family. Boys & Girls Club will also consider families on a case by case basis in the event that there are extenuating circumstances surrounding their situation.

100% Fee Subsidy, Financial needs assessment tool:

# of Children	Household Income
1	20,000 or less
2	25,000 or less
3	30,000 or less
4	35,000 or less

(for After School Program only)

How do I apply for a subsidy? Parents/Guardians can complete the Boys & Girls Club’s Subsidy Form and return it to the Front desk at our 506 Clubhouse with required proof of income documents.

Acceptable documents include at least one of the following for each parent/guardian:

- ✓ Previous year’s T4
- ✓ 3 Consecutive pay stubs
- ✓ Notice of Assessment (NOA)
- ✓ Federal benefit receipts (EI, ODSP etc.)

We will gladly photocopy your original documents for you. You may also drop off your Subsidy Form and documentation in a sealed envelope, addressed to Kristina Allard, Director of Operation and Development.

Is there a deadline for applications? No, Subsidy Forms can be submitted at any point throughout the year; however, program space is limited. Once a program site is full, a waitlist will begin. Once approved, subsidized fees will be in effect the beginning of the next month.

How long does it take to get a subsidy request approved? Please allow one week from the time we receive your application for subsidy and accompanying documents.



Boys & Girls Club of Cornwall/SDG
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What if my child only attends a couple days per week or on alternating weeks? The monthly fee applies to all children registered in the program, regardless of their attendance.

Refund Policy: Registrations for Boys & Girls Club of Cornwall/SDG programs may be cancelled in person, by phone, or email for a full refund up to 14 days before the beginning of the program. For the After School Program, monthly payments can be cancelled by the 15th of each month for the following month of program. Refunds will not be issued with less than 14 days' notice; however, we do appreciate knowing in advance if your child will not be attending the program.

NSF Policy: Payments made by either cheque or pre-approved withdrawal that are returned due to Non-Sufficient Funds will be subject to a \$25 administration fee.