

KIDS CLUB



Papillion-La Vista Schools Foundation

242 West Grant Street, Papillion, NE 68046
Phone 402-829-1340 | Fax 402-898-1280
Email: kids.club@plcsfoundation.org

KIDS CLUB - CHANGE OF STATUS FORM

Date Submitted: _____

Requested Date of Withdraw OR Enrollment Change: _____

(Kids Club must have **TWO** weeks' notice prior to all changes.)

Parent/Guardian Name: _____

Child(ren) Name(s): _____

School in which child/ren enrolled: _____

Current Status: (Check only one: A separate form is required if change effects both summer and school year)

Both AM & PM

PM ONLY

AM ONLY

Summer

Out of school days/Snow Days Only

WITHDRAW

New Status: (Check only one: A separate form is required if change effects both summer and school year)

Both AM & PM

PM Only

AM Only

Summer

Out of School Days/Snow Days Only

WITHDRAW

New School

STATUS CHANGE: Any change in status for your child must be provided in writing on a "CHANGE OF STATUS" form. This must be returned to the Kids Club office. **Billing is processed in advance of the attendance dates, therefore all changes to your account shall under no circumstance be less than two weeks prior to the date of your change. No refunds will be given.**

******A reactivation fee is charged for every child re-enrolling during the same program time (summer, school year). The reactivation fee is half of the enrollment fee per child. ******

I understand that by changing my child's status in the Kids Club program, there is no guarantee that there will be space available if I need to change the status back. I understand that I may have to be placed on a waiting list to obtain a position back in the Kids Club program. I understand that selecting withdraw will terminate any future credit transactions by Tuition Express once my account is paid in full.

Parent/Guardian Signature: _____ Date: _____

For Foundation Office Use Only:

Billing Box

Classroom

Last TE Withdraw: _____

Next TE Withdraw: _____

Email Site

Copy to Site

Date received _____

By _____