Husky House, Inc.

1ST- 5TH SCHEDULE CHANGE REQUEST FORM FOR 2021-2022

This form should be used to request a <u>permanent change</u> to your child's contracted schedule.

Please Note:

- > This form must be received on or before the 15th of the month prior to the month in which you want the change to be effective (i.e. by March 15th for the month of April).
- > Your account will be billed \$15.00 (per family) to process the change in schedule.
- Late requests and unsigned requests will not be honored.
- If decreasing hours, we cannot guarantee that we will be able to reinstate those hours in the future.
- ➤ Requests for an increase in hours are dependent on space availability in the requested time block(s). Failure to submit a request for increased days/times by the 15th of the month prior <u>may</u> result in a need to request the time as an "Add-on" on the appropriate form.
- An administrative staff member will call you with the approval status of the request as soon as it is approved or declined typically 1-2 days after the request is received. You will also receive a copy of this request with your new tuition amount indicated in the "staff use only" section below.
- ➤ Once your request is approved, you will be charged for the time, <u>regardless of cancellations</u>.
- *add an extra \$50 for early dismissal*

◆ PLEASE INDICATE WHAT YOU WISH YOUR CHILD(REN)'S NEW SCHEDULE TO BE BY X-ING IN THE BOXES BELOW:

Time Blocks→	only offer minimum expression is read of the control of the contro	nrollment ched	2:42 – 4:30		2:42 – 6:00	
Monday						
Tuesday						
Wednesday *add an extra \$50 for early dismissal			*		*	
Thursday						
Friday						
Monthly Rates→	1 day 2 days	\$3 <i>7</i> \$ <i>7</i> 5	1 day 2 days	\$87 \$175	1 day 2 days	\$162 \$324
("days" are per week)	3 days 4 days	\$112 \$150	3 days 4 days	\$262 \$349	3 days 4 days	\$487 \$649
,	5 days	\$187	5 days	\$437	5 days	\$811

Child's Name	,	Grade	Effective Date (must be start of the	ne month)	
Parent's Signature	 Telephoi	ne Number	 Date		
Ph.#(925) 283-7100	Fax#(925) 283-7	104	www.huskyhouseforkids.org		
		ONLY			
This Schedule Change has been:	_ApprovedI	Declined	Date		
Change Fee Rec'd/Charged	Put on Wait List		Copy Parent File		
New Monthly Tuition	Tuition Adj. in OCS	Schedul	e Updated (End of Month)		

Husky House, Inc.

KINDERGARTEN SCHEDULE CHANGE REQUEST FORM FOR 2021-2022

This form should be used to request a <u>permanent change</u> to your child's contracted schedule.

Please Note:

- > This form must be received on or before the 15th of the month prior to the month in which you want the change to be effective (i.e. by March 15th for the month of April).
- > Your account will be billed \$15.00 (per family) to process the change in schedule.
- Late requests and unsigned requests will not be honored.
- If decreasing hours, we cannot guarantee that we are able to reinstate those hours in the future.
- > Requests for an increase in hours are dependent on space availability in the requested time block(s).
- Failure to submit a request for increased days/times by the 15th of the month prior <u>may</u> result in a need to request the time as an "Add-on" on the appropriate form.
- An administrative staff member will call you with the approval status of the request as soon as it is approved or declined typically 1-2 days after the request is received. You will also receive a copy of this request with your new tuition amount indicated in the "staff use only" section below.
- Once your request is approved, you will be charged for the time, <u>regardless of cancellations</u>.
- *LATE Kindergarten add an extra \$112 for Wednesday afternoon early-dismissal*
- ➤ *EARLY Kindergarten add an extra \$50 for Wednesday afternoon early-dismissal*
- > ** Deduct \$50 for Wednesday early start

PLEASE INDICATE WHAT YOU WISH YOUR CHILD(REN)'S NEW SCHEDULE TO BE BY X-ING IN THE BOXES BELOW:

		LATE Kindergarten options				EARLY Kindergarten options			
Time	Morning options will only be offered if a minimum enrollment is reached		2:00 - 4:30	2:00 -	offered if a minimum enrollment is reached	12:45 – 2:45	12:45 – 4:30	12:45 – 6:00	
Blocks→		7:30 – 9:30	8:15 – 9:30	4:30	6:00	7:30 – 8:15	2:45	4:30	6:00
Monday		9:30	9:30			0.15			
,									
Tuesday									
Wednesday	**	•	\mathbb{X}	*	*		\nearrow	*	*
Thursday		•							
Friday									
Monthly	1	\$100	\$62	\$125	\$200	\$37	\$100	\$187	\$262
Rates→	2	\$200	\$125	\$250	\$399	\$75	\$200	\$374	\$524
(days	3	\$299	\$187	\$374	\$599	\$112	\$299	\$561	\$786
per week)	4	\$399	\$250	\$499	\$799	\$150	\$399	\$749	\$1048
	5	\$499		\$624	\$998	\$187		\$936	\$1310

Child's Name		Effective Date (must be start of the month)
Parent's Signature Ph.#(925) 283-7100	Telephone Numbe	er Date www.huskyhouseforkids.org
Change Fee Rec'd/Charged		
New Monthly Tuition	_ Tuition Adj. in OCSSched	dule Updated (End of Month)