

SPRING 2011 BILLING SCHEDULE

FIRST BILLING PERIOD

1/3 – 1/28

1st Contract Billing Period (4 wks)

INVOICES OUT

1/12/11 (Due: 1/26)

SECOND BILLING PERIOD

1/31 – 2/25

2nd Contract Billing Period (4 wks)

INVOICES OUT

2/2/11 (Due: 2/16)

THIRD BILLING PERIOD

2/28 – 3/11 (&
3/21 – 4/1

3rd Contract Billing Period (4 wks)

INVOICES OUT

3/2/11 (Due: 3/16)

EXTENDED WEEK

3/14– 3/18

SPRING BREAK
Separate Contract

INVOICES OUT

3/16/11 (Due: 3/30)

FOURTH BILLING PERIOD

4/4 – 4/29

4th Contract Billing Period (4 wks)

INVOICES OUT

4/6/11 (Due: 4/20)

EXTENDED WEEK

5/2 – 5/6

*Break Between Spring &
Summer Semesters*
Separate Contract

INVOICES OUT

5/4/11 (Due: 5/18)

*****IMPORTANT DATES TO REMEMBER*****

4/18 – 4/22 Spring Break – Santa Rosa Co. Schools

4/25 – 4/29 Spring Break – Escambia Co. Schools

*****CENTER CLOSED*****

1/17 Martin Luther
King, Jr. Day

WE URGE YOU TO CAREFULLY CONSIDER OUR POLICIES WHEN ESTABLISHING YOUR SCHEDULE. Schedules on the back of the Emergency Information Card are due by Friday, January 7th.

INVOICES are due upon receipt. UWF places a HOLD on all accounts 14 days after invoices are distributed. Records, transcripts and registration will be delayed until the invoice is paid. UWF policy requires that we distribute reminders for all unpaid invoices. First, Second, & Final Notices are distributed each Wednesday to those who have not paid their bill. Invoices must be paid by the end of the billing period or the child may not return. Invoices not paid by the end of the billing period will be assessed a \$25.00 late payment fee.

CREDIT WEEK: Parents are entitled to one full week of absent credit “Per Academic Year”. This credit may be given for one Monday – Friday week. Parents must complete the Credit Week Request Form (available at the front desk) and turn in prior to the beginning of the billing period in which the absent week will occur. (See Parent Handbook for other requirements.)

>>>>Looking Ahead: (5/9/2011) First Day of Classes for SUMMER SEMESTER<<<<