

**VARIETY LEARNING CENTRE**  
**550 Thompson Avenue**  
**Coquitlam, BC**  
**V3J 3Z8**  
**Tel: 604-937-3641**  
**Fax: 604-931- 5155**  
**To Register: 604-937-3641**



## 2018 Summer Camp Contract

### General Information

|   |                     |
|---|---------------------|
| Student Name  | Home Telephone      |
| Home Address (Street, City, Province and <u>Postal Code</u> ) | Work Telephone      |
| Parent/Guardian Name  | Emergency Contact # |
| E-mail Address  | Date                |
| Tell us a little about your child-                            |                     |

### Course Information

| Course                           | Date Week 1  | Time         | Grade  | Cost   | Please Check |
|----------------------------------|--------------|--------------|--------|--------|--------------|
| <i>Having a Ball</i>             | July 9 - 13  | 9:00 - 12:00 | K - 3  | 149.00 |              |
| <i>Messy Summer Fun</i>          | July 9 - 13  | 9:00 - 12:00 | K - 4  | 149.00 |              |
| <i>Colorful Explosions</i>       | July 9 - 13  | 9:00 - 12:00 | K - 5  | 149.00 |              |
| <i>Nature Explorers</i>          | July 9 - 13  | 9:00 - 12:00 | 3 - 7  | 149.00 |              |
| <i>Little Chefs</i>              | July 9 - 13  | 9:00 – 12:00 | 4 - 6  | 149.00 |              |
| <i>Minecraft</i>                 | July 9 - 13  | 9:00 – 12:00 | 5 - 12 | 149.00 |              |
| <i>Rock Band</i>                 | July 9 - 13  | 9:00 - 12:00 | 7 - 12 | 149.00 |              |
| <b>LUNCH 12:00-12:30</b>         |              |              |        |        |              |
| <i>Shake and Bake</i>            | July 9 - 13  | 12:30 - 3:30 | K - 4  | 149.00 |              |
| <i>Space Cadets</i>              | July 9 - 13  | 12:30 - 3:30 | K - 3  | 149.00 |              |
| <i>Glow in the Dark</i>          | July 9 - 13  | 12:30 - 3:30 | K - 5  | 149.00 |              |
| <i>Steam Building Structures</i> | July 9 - 13  | 12:30 - 3:30 | 3 - 7  | 149.00 |              |
| <i>Creative Picassos</i>         | July 9 - 13  | 12:30 – 3:30 | 4 - 7  | 149.00 |              |
| <i>Learning With Lego</i>        | July 9 - 13  | 12:30 – 3:30 | 5 - 12 | 149.00 |              |
| <i>Rock Band</i>                 | July 9 - 13  | 12:30 – 3:30 | 7 - 12 | 149.00 |              |
| Course                           | Date Week 2  | Time         | Grade  | Cost   | Please Check |
| <i>Paint Blast</i>               | July 16 - 20 | 9:00 - 12:00 | K - 4  | 149.00 |              |
| <i>Popsicle Stick Exhibition</i> | July 16 - 20 | 9:00 - 12:00 | K - 5  | 149.00 |              |
| <i>Where the Wild Things Are</i> | July 16 - 20 | 9:00 - 12:00 | 1 - 4  | 149.00 |              |
| <i>Cosmic Kids</i>               | July 16 - 20 | 9:00 - 12:00 | 3 - 5  | 149.00 |              |
| <i>Cartoons, Comics and More</i> | July 16 - 20 | 9:00 - 12:00 | 3 - 7  | 149.00 |              |

|   |                    |              |              |             |                     |
|---|--------------------|--------------|--------------|-------------|---------------------|
| <i>Learning Activities with Lego</i>          | July 16 - 20       | 9:00 – 12:00 | 5 - 12       | 149.00      |                     |
| <i>Rock Band</i>                              | July 16 - 20       | 9:00 – 12:00 | 7 - 12       | 149.00      |                     |
| <b>LUNCH 12:00-12:30</b>                      |                    |              |              |             |                     |
| <i>Twisteez Wire Challenges</i>               | July 16 - 20       | 12:30 - 3:30 | K - 5        | 149.00      |                     |
| <i>Super Hero Academy</i>                     | July 16 - 20       | 12:30 - 3:30 | 1 - 4        | 149.00      |                     |
| <i>Little Chefs</i>                           | July 16 - 20       | 12:30 - 3:30 | 4 - 6        | 149.00      |                     |
| <i>Minecraft</i>                              | July 16 - 20       | 12:30 - 3:30 | 5 - 12       | 149.00      |                     |
| <i>Learn Basic Japanese</i>                   | July 16 - 20       | 12:30 - 3:30 | 6 - 12       | 149.00      |                     |
| <i>Rock Band</i>                              | July 16 - 20       | 12:30 - 3:30 | 7 - 12       | 149.00      |                     |
| <b>Course</b>                                 | <b>Date Week 3</b> | <b>Time</b>  | <b>Grade</b> | <b>Cost</b> | <b>Please Check</b> |
| <i>Story Tellers: Fantasy Play</i>            | July 23 - 27       | 9:00 - 12:00 | K - 3        | 149.00      |                     |
| <i>Fun in the Sun</i>                         | July 23 - 27       | 9:00 - 12:00 | 2 - 4        | 149.00      |                     |
| <i>Programming with Scratch</i>               | July 23 - 27       | 9:00 - 12:00 | 6 - 12       | 149.00      |                     |
| <i>Rock Band</i>                              | July 23 - 27       | 9:00 - 12:00 | 7 - 12       | 149.00      |                     |
| <b>LUNCH 12:00-12:30</b>                      |                    |              |              |             |                     |
| <i>Grow Explore &amp; Discover</i>            | July 23 - 27       | 12:30- 3:30  | 1 - 4        | 149.00      |                     |
| <i>Creative Picassos</i>                      | July 23 - 27       | 12:30- 3:30  | 4 - 7        | 149.00      |                     |
| <i>Learning Activities with Lego</i>          | July 23 - 27       | 12:30- 3:30  | 5 - 12       | 149.00      |                     |
| <i>Rock Band</i>                              | July 23 - 27       | 12:30- 3:30  | 7 - 12       | 149.00      |                     |
| <b>TOTAL COST OF SUMMER CAMPS ENROLLED IN</b> |                    |              |              |             |                     |

**Payment Method:** Cash \_\_\_\_\_, Autism funding \_\_\_\_\_, E-transfer \_\_\_\_\_,  
 Cheque (dated July 1, 2018) made payable to VLC or Variety Learning Centre, \_\_\_\_\_,  
 Visa/ MasterCard (add 2%) \_\_\_\_\_, Expiry date \_\_\_\_\_

**Course Fee**

Course must be paid in full at the latest 2 weeks prior to commencement. Refunds not given after this date. Invoices marked paid will be issued by email after payment is received.

**Dispute and Appeals Policy**

Dispute resolutions will be in accordance with the Private Post Secondary Education Act. A copy of these policies is posted online with the course information.

**Refund Policy**

Refund policy is in accordance with the Private Post Secondary Education Act. A copy of this policy is posted online with the course information.

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**Signature**

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**Dated**

## Refund Policy

1. The Centre may charge a non-refundable fee of 10% of the total cost of the program of instruction.
2. Where the student has entered into a contract with the Centre and gives notice in writing, of the person's intent not to commence the program of study, by registered mail or in person to the Centre within 5 days of entering that contract, the Centre must refund to that person any money received except for the registration fee.
3. Where the student has entered into a contract with the Centre and gives notice in writing, by registered mail or in person to the Centre at least thirty days prior to the commencement date of the program of study, of the person's intention not to commence the program of study, the Centre must refund to that person any money received except for the registration fee.
4. Where the student has entered into a contract with the Centre and gives notice in writing, by registered mail or in person to the Centre at any time prior to the commencement date of the program of study, but less than thirty calendar days prior to the such commencement date, of the person's intent not to commence the program of study, the Centre must refund any money paid by the student except for the registration fee and ten percent of the fees due under the contract. This is subject to item 2.
5. Where the student has entered into a contract with the Centre and gives notice in writing, by registered mail or in person to the Centre after the commencement of the program of study, of the person's intention to discontinue the program of study, the Centre must refund the money paid by the student except for the registration fee and the fees earned calculated on the basis of elapsed time.
6. If the Centre closes, voluntarily or otherwise, before the complete program can be delivered, a full or partial refund of all moneys paid may be ordered by the board of Directors.
7. Refund only give if course is cancelled 2 weeks or more prior to commencement.
8. Where the Centre has provided equipment or course materials for a program of study, and the Centre receives from that student, notice of termination of study, the Centre may charge for such materials except where the student returns all of the course material, unmarked and as issued within ten days of receipt of the materials by the student.
9. Where the Centre is required to refund any money, the Centre must refund the money to the student entitled, within thirty days of receipt of the notice.
10. Where the Centre has, after the commencement date of a program of study, dismissed a student due to academic failure or failure to pay required fees, the Centre must within thirty days of notice of dismissal, refund any money paid by the student except as outlined in items 4 and 6.
11. Where the Centre has, after the commencement date of a program of study, dismissed a student for disciplinary reasons and the dispute resolution policy/procedure has been followed, the matter may be referred to the Board of Directors to determine if any refund is appropriate.
12. If the Centre changes the commencement date of a program after entering into a contract

with a student, the student is entitled to a full refund, including registration fee and any other fees charged, should the new date be unsuitable.

## **Disputes and Appeals Policy**

### ***Summary***

The Appeals Policy has been established to provide parents and centre personnel with a forum to reach workable solutions to problems when they arise.

### ***Policy***

In case of a dispute, the parent must follow the procedures set forth below.

### ***Procedures:***

- In case of a dispute, the parent makes an appointment to see the teacher to obtain the teacher's input with a view to arriving at satisfactory understanding or agreement.
- If this cannot be achieved between the parent and teacher, the parent is free to make an appointment with the principal.
- In case that there still is not an agreement, the parent may seek an appointment with the Executive Director of the governing body, the MLE Training and Research Society. They may at this point request a hearing by the Board of Directors of the Society.

The Board of Directors of the Society shall be the final authority in cases of dispute.