

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



## 2019 Summer Camp Contract

### General Information

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

### Camp Information

Camp	Date Week 1	Time	Grade	Cost	Please Check
<i>Dragons, Dinos and Bears</i>	July 8 - 12	9:00 - 12:00	K - 3	169.00	
<i>Squishy Summer Sensations!</i>	July 8 - 12	9:00 - 12:00	K - 4	169.00	
<i>Adorable Food Art Snacks</i>	July 8 - 12	9:00 - 12:00	K - 5	169.00	
<i>Little Chefs Club</i>	July 8 - 12	9:00 - 12:00	4 - up	169.00	
<i>Crazy Claymation</i>	July 8 - 12	9:00 - 12:00	4 - up	169.00	
<i>Ninja Training</i>	July 8 - 12	9:00 - 12:00	5 - up	169.00	
<i>Stop Motion Animation/ Lego</i>	July 8 - 12	9:00 - 12:00	8 - up	169.00	
<b>LUNCH 12:00-12:30</b>					
<i>Wild Crazy Water!</i>	July 8 - 12	12:30 - 3:30	K - 3	169.00	
<i>Tasty Treat Time!</i>	July 8 - 12	12:30 - 3:30	K - 4	169.00	
<i>Squishy Fun</i>	July 8 - 12	12:30 - 3:30	K - 5	169.00	
<i>From Paper to Decorations</i>	July 8 - 12	12:30 - 3:30	4 - up	169.00	
<i>Wild about Nature</i>	July 8 - 12	12:30 - 3:30	5 - up	169.00	
<i>Basic Game Creation/Scratch</i>	July 8 - 12	12:30 - 3:30	6 - up	169.00	
Camp	Date Week 2	Time	Grade	Cost	Please Check
<i>Jump into the Jungle!</i>	July 15 - 19	9:00 - 12:00	K - 3	169.00	
<i>Craft Colour Explosion!</i>	July 15 - 19	9:00 - 12:00	K - 4	169.00	
<i>Soap Art</i>	July 15 - 19	9:00 - 12:00	3 - up	169.00	
<i>Exploring Our Community</i>	July 15 - 19	9:00 - 3:30	4 - up	338.00	
<i>Stop Motion Animation/Lego</i>	July 15 - 19	9:00 - 12:00	5 - up	169.00	
<i>Rock Band</i>	July 15 - 19	9:00 - 12:00	6 - up	169.00	
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<b>LUNCH 12:00-12:30</b>					
<i>Make it Move!</i>	July 15 - 19	12:30 - 3:30	K - 5	169.00	
<i>Make Music</i>	July 15 - 19	12:30 - 3:30	4 - up	169.00	
<i>Mini Bakers</i>	July 15 - 19	12:30 - 3:30	5 - up	169.00	
<b>Camp</b>	<b>Date Week 3</b>	<b>Time</b>	<b>Grade</b>	<b>Cost</b>	<b>Please Check</b>
<i>Crazy Cool Pasta Challenges</i>	July 22 - 26	9:00 - 12:00	K - 5	169.00	
<i>Rainbow Fun</i>	July 22 - 26	9:00 - 12:00	4 - up	169.00	
<i>Survival Skills</i>	July 22 - 26	9:00 - 12:00	4 - up	169.00	
<i>Masterchef- World Travels</i>	July 22 - 26	9:00 - 12:00	5 - up	169.00	
<i>Rock Band</i>	July 22 - 26	9:00 - 12:00	6 - up	169.00	
<b>LUNCH 12:00-12:30</b>					
<i>Exploring Nature</i>	July 22 - 26	12:30- 3:30	K - 4	169.00	
<i>Make Music</i>	July 22 - 26	12:30- 3:30	4 - up	169.00	
<i>Outer Space Adventure</i>	July 22 - 26	12:30- 3:30	5 - up	169.00	
<b>TOTAL COST OF SUMMER CAMPS ENROLLED IN</b>					

**Payment Method:** Cash \_\_\_\_\_, Autism funding \_\_\_\_\_,  
 E-transfer \_\_\_\_\_ (awinstanley@mediatedlearningacademy.org),  
 Cheque (dated July 1, 2019) made payable to VLC or Variety Learning Centre \_\_\_\_\_,  
 Visa/ MasterCard (add 3%) \_\_\_\_\_, 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.