

Delaware Technical and Community College:
Terry Campus Summer Camps Policies and Procedures

Tuition Rates:

\$79.00 per week for the first ½ day camp (9 am-12pm OR 1-4 pm)

75.00* per week for each additional ½ day camp (9 am-12 pm OR 1-4 pm)

\$154.00 per week for the first week of full day camps (9 pm-4 pm)

150.00* per week for each additional full day camps (9 pm-4 pm)

***Discounts are only at the time of the initial enrollment.**

**If a camper attends more than 10 camps, payment may be divided into two payments.
(Check with the Corporate and Community programs office at time of registration for
payment schedule)**

Cancellations/Refunds:

Refund Policy:

1. For a full refund consideration, your request to cancel must be received no later than the close of business (4:30pm) on the Thursday prior to the first day of camp. If you request to cancel after Thursday at 4:30 pm but prior to the start of camp you may be eligible to receive a 75% refund.
2. Students who attend camp and wish to withdraw due to extenuating circumstances may be issued a partial refund on a case by case basis.
3. Please note that refunds for payments made by check may take a minimum of six weeks to process.
4. No refund will be issued if a student is removed from camp due to non-compliance with the Student Code of Conduct.

Transfer Policy:

If your child is unable to attend a camp in which he/she is enrolled, you may request a transfer to another camp week within the same camp season. All requests must be received in writing via U.S. mail, fax or email and must be received 72 hours prior to the first day of the camp week for which your child is enrolled. Any camp transfer which may occur will not be considered for partial refund at a later date.

Medicine:

All medications need to be given to the camp coordinator upon arrival. A medical form authorizing staff to administer medication must be completed. All prescription medications must be in original pharmacy containers labeled with name of patient, date prescription was filled, pharmacy phone number, name of medication, dosage, and schedule for taking, prescribing doctor and expiration date of medicine.

Sign-In/Sign-Out:

All campers must be escorted by parents or guardians into the main lobby and signed in with our camp staff between 8:45 and 9 a.m. Late arrivals should check in at the CCP office.

Any camper arriving before 8:45 a.m. and/or not picked up by 4 p.m. will be assigned to our extended day program and a fee of \$10 per child will be due at the time of drop-off and/or pick-up.

Early Dismissal:

If a camper needs to leave early, please send a note stating the time of departure and who will be responsible for camper sign out. The person responsible for picking up the camper will need to report to the camp staff and asked to provide identification. Anyone not providing identification will not be permitted to take the camper off the grounds until a parent is contacted by telephone. Due to the nature of our off campus trips, we do not permit early dismissals during off campus trips. We appreciate your cooperation.

Internet Policy:

Please note that some camps may have access to Delaware Tech Computer labs (and the internet) for the completion of class projects and activities. Students will be expected to follow strict rules and directions while in the computer lab. Students who abuse this privilege and/or do not comply with the instructor's rules and directions will be removed from camp. Any parent who does not wish to allow their child access to the internet must provide written notification prior to the first day of camp.

Daily Camp Schedule:

For All Campers Ages 7-16!

7:30-9:00 AM Extended Care

8:45-9:00 Sign in

9:00-12:00 Morning Camps

12:00-1:00 . . . Lunch

1- 4:00 Afternoon Camps

4:00-4:15 Sign Out

4:00-5:15 PM Extended Care