



ADDITIONAL HOURS REQUEST

Child's Name _____

Requested date of change _____

Requested Additional Time _____

RATES	Infant	Toddler	Preschool/ Pre-K	School-age
UO Rate	\$8.10/hr	\$7.75/hr	\$6.10/hr	\$31.00/am \$32.00/pm

Infant – Kindergarten
 1 minute to 30 minutes = 1/2 hour
 31 minutes to 60 minutes = 1 hour

Additional hours to existing schedule must be pre-approved. Upon approval the additional tuition will be billed on your next billing statement, prorated by the half hour. Additional hours are not subject to family discount.

(This policy does not apply to late pick-up. Fees for late pick-up are \$1.00/minute)

Parent's Signature _____ Date _____

Approved/Denied by _____ Date _____

OFFICIAL USE ONLY	
Received by:	Date: