



2017 – 2018 YAS FEES

YAS (Youth After School Program)

Fees based on Board of Supervisors approval of FY18 budget.

All YAS locations must have sufficient enrollment, staffing and space before a program can begin.

Locations: Belmont Ridge MS, Blue Ridge MS*, Eagle Ridge MS, Farmwell Station MS, Harper Park MS**, Mercer MS, River Bend MS, Seneca Ridge MS, Smart's Mill MS) *Harmony Middle offers transportation to Blue Ridge MS. **J.L. Simpson offers transportation to Harper Park MS. **Notice: Payments are not accepted at YAS school sites.**

To register:

\$ 50 / child

A \$50 Monthly Program Fee to cover the first month of attendance must be paid in full at the time of registration in order to hold your child's spot.

Monthly fees:

\$ 50 / child / month

The monthly fee for the first month of attendance is paid in full at the time of registration. The remaining monthly YAS fees are due on the 1st of the preceding month. (September 1st for October services, October 1st for November services, etc.)

Late fees:

\$ 10 / child

A \$ 10 late fee will be added to a customer's account on the next business day after the payment due date. Further, if payment is not received by the 10th of each month, the child will be canceled from the program, the charges are removed from the customer's account and the child may not attend the next month. If space in the program is available, parents may re-register in-person by paying the \$ 10 late fee in addition to the monthly fee per child. To find out availability, please call the PRCS Administrative Office (703) 777-0343.

Late pick-up fees:

\$ 15 / child / 15 minutes

All children must be picked up by 6:15 pm. If an emergency prevents a parent from picking up the child by 6:15pm, emergency contacts who are authorized to pick up the child would be contacted. The late pickup fee of \$ 15 for every 15 minutes late (6:15pm to 6:30pm = \$ 15, 6:31pm to 6:45pm = \$30 etc.) will be added to customer's account.

Re-registration:

Voluntary: If the child is withdrawn from the program per the parents' request and if space in the program is still available, you may re-register in person at the PRCS Administrative Office.

Involuntary: If payment is not received by the 10th of the month, the child will be cancelled from the program, the charges are removed from the customer's account and parents will receive a notice via email stating their child has been dropped due to lack of payment. If space in the program is still available, parents may re-register in-person at PRCS Administration by paying the \$ 10 late fee in addition to the monthly fee per child. To find out availability, please call PRCS Administration at (703) 777-0343.

Cancellation Policy:

Cancellation requests must be submitted in writing. If you submit a written cancellation request 15 or more days before the start date, a full refund MINUS a 15% administrative fee (maximum of \$15) will be offered. If you submit a written cancellation request 14 or fewer days before the start date, a refund of 50% will be offered. The cancellation request should be dated and sent by email, fax, or mail to: yas@loudoun.gov or Fax: 703-771-5383 or Mail: **Attention: YAS, Loudoun County PRCS, 20145 Ashbrook Place, Suite 170, Ashburn VA 20147.**

Acceptable payment methods:

Online (WebTrac): www.loudoun.gov/webtrac Please sign into your WebTrac account and pay online with a credit card.

By Mail: Please make check payable to: County of Loudoun; mail to: Attention: YAS, Loudoun County PRCS, 20145 Ashbrook Place, Suite 170, Ashburn VA 20147. **Please do not send cash.**

Walk In: PRCS Community Centers and PRCS Administration at: 20145 Ashbrook Place, Suite 170, Ashburn, Suite 170, VA 20147. Monday – Friday 8:30 a.m. –5:00 p.m.; except County holidays.