



Summer 2023 Change Form

Please use this form for any cancellations or transfers of sessions. **If you would like to add a session, please email request to jthompson@dedhamcommunityhouse.org**

Things to remember:

- The \$25 registration fee per child is non-refundable.
- The tuition deposit equal to one week's tuition deposit is non-refundable .
- Sessions may not be divided.
- Changes are subject to availability and are not guaranteed.
- Payment for any additional session is due in accordance with DCH payment policies.

Please note that the sessions are as follows:

- Session 1 (weeks 1 & 2 – June 26 & July 3)
- Session 2 (weeks 3 & 4 – July 10 & July 17)
- Session 3 (weeks 5 & 6 – July 24 & July 31)
- Session 4 (weeks 7 & 8 – August 7 & August 14)

Please fill out the below form and send to: jthompson@dedhamcommunityhouse.org. Once availability is determined, and changes are approved you will receive an email confirming changes.
****Please note that no changes can not be made over the phone. ****

Child's Name: _____ Parent Name: _____
 Email: _____ Phone Number: _____

What session(s) would you like to cancel?

1 ___ 2 ___ 3 ___ 4 ___

What session(s) would you like to add?

1 ___ 2 ___ 3 ___ 4 ___

By signing below, I understand that this form serves as official written notice for changes to my child's registration and that I am liable for all payments that result from these changes. I also understand that my tuition deposit and \$25 registration fee per child is non-refundable.

Signature: _____ **Date:** _____