UMD KIDSROCK Registration Policy

*Registration for UMD KIDSROCK will begin on Registration Day, March 25th, 2017.
- No registration paperwork will be accepted prior to March 25th.
- The Registration Packet and information will be posted March 20th on the RSOP Youth Program webpage and available in print at the RSOP Office (SpHC 153).
- Each participant must submit a completed Registration Packet before payment, including a liability waiver, registration form, swim form, medical information; one participant per Registration Packet.
- Registration for UMD KIDSROCK summer camp is based upon a first come, full payment basis.
- Registrants that utilize the Payment Plan option will be registered for each week that is paid for, and waitlisted for those weeks of camp not paid for, until payment is received.

UMD KIDSROCK Age Requirement Policy

*Classic Camps – Campers must be at least 5 years old and not older than 12 years old on June 9th, 2017.
*S specialty Camps – Campers must be at least 8 years old and not older than 12 years old on June 9th, 2017.
*Venture Camps – Campers must be at least 12 years old and not older than 15 years old on June 9th, 2017.
*JC Program – Participants must be at least 15 years old and not older than 18 years old on June 9th, 2017.

UMD KIDSROCK Refund Policy

*Requests for refunds involving the UMD KIDSROCK Camps and services must be given in a written request format and will be processed according to Prompt Cancellation, Belated Cancellation, or Week-of Cancellation procedures. All written refund requests are subject to approval by the RSOP Youth Program Coordinator, and refunds will be made via the original payment method in an amount no greater than the original amount paid. Should special circumstance* arise, such as medical or family emergencies, please email the UMD KIDSROCK Staff at kidsrock@d.umn.edu or call the RSOP Office (218-726-7128) to notify the RSOP Youth Program Coordinator of the circumstances.

**Prompt Cancellation** - A full refund (100%) will be given if Written Cancellation is made 10 days prior to the first day of the camp being cancelled; Written Cancellation can be made by letter or email. Written Cancellation requests can be emailed to rsop@d.umn.edu or kidsrock@d.umn.edu;

**Belated Cancellation** - Any refund request submitted less than 10 days prior to the first day of the camp being cancelled will be given a 50% refund on the camp and services purchased that week. Written refund requests for Belated Cancellations are only accepted via email to kidsrock@d.umn.edu;

**Week-of Cancellation** - Any written refund request received after the beginning of the first date of camp being cancelled will be refunded $15.00/day for each day remaining in that week. Written refund requests for Week-of Cancellations are only accepted via email to kidsrock@d.umn.edu; No refund is given for services paid for (i.e. Post Camp, rental items, etc.) when a Week-of Cancellation is submitted and approved.

* indicates “Coordinator Clause” – The RSOP Youth Program Coordinator has final authority to allow exceptions to listed policy or restrictions.
Payment Plan Agreement (PPA) Policy

*All parents and guardians may opt into a Payment Plan Agreement when registering for a UMD KIDSROCK summer camp and must do so in-person at the RSOP Office, in the UMD Sports and Health Center (office suite 153). Please complete the following steps to establish a Payment Plan Agreement. Be sure to read and understand the guidelines of this agreement and the differences in the registration process for payment plan registrants.

**STEPS TO COMPLETE PAYMENT PLAN AGREEMENT**

1. Print and complete Section 1 of the Payment Plan Agreement form available on the RSOP webpage.
2. Bring the PPA form and Registration Packet to the RSOP Office during open hours with initial form of payment.
3. Hand in the completed UMD KIDSROCK Registration Packet to update your RSOP Household Account.
4. Complete Section 2 of the form with an RSOP Professional Staff and submit the first initial payment

**PPA Guidelines and Restrictions**

- Payment Plan Agreements are subject to approval of an RSOP Professional Staff and/or the Youth Program Coordinator.
- Payment Plan Agreements are setup in and may cover multiple participants of the same RSOP Household Account.
- The total value of the Payment Plan Agreement must exceed $510.00
- Customers may make payments with cash or check for their payment plan, however it is the customer’s responsibility to submit these payments at the RSOP Office (SpHC-153) before each payment due date, as indicated in the Payment Date column; and All credit card payments will occur on the date indicated in the Payment Date column.
- The initial payment refers to the first payment due when registering for camp and weekly services; and the initial payment is due when the PPA form is signed and the Registration Packet is received.
- The initial payment is, at minimum, the total cost of the first full week of camp(s) and service(s) registered for.
- Payment Plan Agreements must be established 10 Days prior to the second payment; should the second payment be less than 10 Days away, then the second payment will be included in the initial payment as well.
- Each future payment shall be scheduled within the PPA prior to signing the agreement; and each week of camp registered and services requested will be paid for 10 Days prior to the start date of that camp week.
- The Registration Packet and Payment Plan Agreement must be handed in together and processed in-person.
- Registrants that utilize the Payment Plan Agreement option will be registered for each week that is paid for within the initial payment, and waitlisted for those weeks of camp not paid for, until payment is received.

*indicates “Coordinator Clause” – The RSOP Youth Program Coordinator has final authority to allow exceptions to listed policy or restrictions.