

# General Information

- Programs and staff are licensed through the Maryland Child Care Administration.
- The Department of Recreation and Parks, a recognized leisure industry leader in opportunities for individuals with disabilities, is pleased to comply with the Americans with Disabilities Act (A.D.A.) regulations. Accommodations are made on an individual basis. Please call 410-313-4628.
- Financial assistance is available by application on an individual basis. Please call 410-313-4659.
- All programs must meet minimum registration requirements by July 8 of the program year.
- We offer optional full-day programs (additional fee per day) for some school holidays and closings.
- RLC program registrants have easy access to other recreational programs for additional fees. The Department of Recreation and Parks does not provide transportation for those participants who do not attend school at the program site.
- All fees are based on full-time participation and subject to change. No prorated fees. Payment is due monthly.
- For registration and space availability, call 410-313-4694, -1698, -1672 or -4655.

## The Student Union After School Enrichment Program

This licensed program provides a safe, supervised environment for middle school students.

- **Quality licensed care** from the end of the school day until 6 p.m.
- **Locations:**  
Bonnie Branch Middle  
Clarksville Middle  
Elkridge Landing Middle  
Ellicott Mills Middle  
Folly Quarter Middle  
Glenwood Middle  
Lime Kiln Middle  
Mount View Middle  
Patapsco Middle  
Patuxent Valley Middle
- **Participants must** be enrolled in grades 6-8 at the school.
- **Minimum** staff to child ration: 1/15.
- **Activities include:** arts, community outings, crafts, games, homework time, sports and individual programs.
- **Fee includes** an afternoon snack; special events and outings may require additional fees.

### 2009-2010 Monthly Fee Schedule

\$299\* Month

# 2009-10

## The Student Union



## Middle School RLC Childcare Application

*Recreational Licensed Childcare's mission is to provide a safe, nurturing, quality program for the youth of Howard County.*

**Registration Form:** 2009-10 School Year RLC  
Application for Middle School Children

School Attending \_\_\_\_\_ Grade Fall '09 \_\_\_\_\_

Name of Registrant  Female  Male DOB \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home phone \_\_\_\_\_ Email \_\_\_\_\_

Work/cell phone (Mr.) \_\_\_\_\_ Work/cell phone (Ms.) \_\_\_\_\_

I agree to abide by all Rules and Regulations of the Howard County Department of Recreation and Parks. I, on behalf of myself and my child, agree to hold Howard County, its employees, officials and agents harmless from any and all claims for damages unless due to the sole negligence of the County, its employees or agents.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**\$50 non-refundable registration fee and September's payment enclosed.**

Amount enclosed \$ \_\_\_\_\_

Credit Card Payment MasterCard or VISA

Exp. \_\_\_\_/\_\_\_\_/\_\_\_\_

# \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of cardholder \_\_\_\_\_

Print Name \_\_\_\_\_

\*\*\*\*\*Please fill out health problem and disability portion to the right\*\*\*\*\*

*For office use only: date rec'd Amt rec'd Initials*

# Registration

**New!** Open enrollment begins November 5, 2008 for all families.

**Applications** for the '09-'10 school year will be accepted at 7120 Oakland Mills Rd., Columbia, 21046 on or after November 5, 2008, by mail, fax (410-313-4658), telephone (410-313-7275 and ask for the RLC Registration staff) or walk-in between the hours of 8:00am-4:30pm Monday-Friday.

**New!** Current and incoming participants require only the \$50 non-refundable registration fee per child to secure a space. The full September payment for the 2009-10 school year will be invoiced in early spring with a due date of June 17, 2009.

We accept Visa or MasterCard with any method of registration. Cash and/or checks can be accepted via mail or walk-in only.

- Registrant has the following health problem or disability; please check all that apply:
- Deaf Hard of Hearing
  - Vision Impairment
  - Seizures
  - Uses Mobility Aids(i.e. wheelchair, braces, etc.)
  - Developmental Disability (i.e. autism, intellectual, etc.)
  - Other (i.e. behavioral/emotional disorder, etc.) \_\_\_\_\_
  - Allergies \_\_\_\_\_

- Registrant needs the following special accommodations:
- Inclusion Companion
  - Deaf Interpretive Services
  - Other \_\_\_\_\_

Beginning **November 5, 2008**, registrations will be processed as received via all methods. Confirmation of acceptance into the program will be sent by mail. We **cannot confirm receipt** of either fax in, or mail in applications over the telephone.

**All** programs are limited to the space availability at the site. Waiting lists will be implemented when the maximum enrollment is reached. There is no fee to be on the waiting list, so the \$50 registration fee will not be processed. Checks received by mail will be returned with the waiting list confirmation.

**Packets** with licensing paperwork will be mailed during the summer. All licensing paperwork must be completed and turned in before the program begins by the date specified on the welcome letter.

**September's tuition** will be due no later than **June 17, 2009**. An invoice will be mailed in the spring prior to the due date. If you no longer need the program when the invoice is received, please follow the refund request policy below. Payment must be received by June 17, 2009 or your child will be removed from the program.

**Refund** request must be received in writing. No refunds for September fees (including for lessening the hours of service) will be permitted after August 9, 2009. Please send your request in writing: mail to 7120 Oakland Mills Rd., Columbia, 21046, fax to 410-313-4658 or email to: jfouke@howardcountymd.gov or yli@howardcountymd.gov