

## 2024 Financial Responsibility Agreement

*(Signed As Part of Camp Waivers at Registration)*

Because the registered camper is a minor, the parent or legal guardian is responsible for all charges incurred by the camper. **This includes the \$100.00 non-refundable deposit** (applied towards tuition charges), appropriate tuition amount, and any housing and meal costs. This may also include any third-party scholarship monies promised by an organization such as from a band booster or youth orchestra. You will receive credit automatically for any discount awarded directly from the Summer Music Camps to your son or daughter.

By signing this agreement, a parent or legal guardian agrees to comply with all FSU payment time-lines, policies, payment plans, and procedures. Families with special payment needs or circumstances should contact the camp administration office at 850-644-9934 for assistance.

**All registrations require a \$100.00 non-refundable deposit.** The balance of fees can be paid in full at the time of registration, OR by May 26, 2024 if you enroll in a monthly installment payment plan. For registrations created after May 26, all fees are due in full at the time of registration. Campers with scholarship checks registering after May 26, or schools registering groups with scholarship checks after May 26, should contact the camp office for assistance with registration. No camper may check-in to camp with an unpaid balance.

If you are enrolled in the payment installment plan:

- You agree to a monthly electronic withdrawal from your designated account. If you change financial institutions, or make other changes that might affect the processing of payments made for the 2024 Summer Music Camps, please update your online account or notify the camp administration office.
- Failed payment withdrawals on a payment plan must be resolved with the camp administration office in a timely fashion to ensure camper's continued registration.
- You may pay off your full balance at any time by check or card.
- If you wish to cancel your camp registration and installment plan, please refer to the cancellation policy below.

To pay by check (personal or school/scholarship checks):

- Make checks payable to Florida State University and mail to: FSU Summer Music Camps, PO Box 3061180, Tallahassee, FL 32306-1180. Be sure to reference the camper's name and the camp they are attending in the memo portion of the check.
- PLEASE NOTE THAT CHECKS WILL NOT BE ACCEPTED PAST 14 DAYS PRIOR TO THE START OF CAMP. Check payments will NOT BE ACCEPTED at camp check-in under any circumstance.

Scholarships:

If you are receiving a scholarship from a third-party (such as from a band booster or youth orchestra), please make certain these funds have been forwarded to FSU in a timely fashion. Please bring contact information for the person or group awarding the scholarship with you when you arrive for check-in the first day of camp in case there are questions about outstanding balances.

Changes:

If you wish to make changes to your registration, please contact our camp office at 850-644-9934. We can help switch your registration to another camp or session if spaces are available, and any payment(s) made will be applied to the new camp or session.

Cancellation:

If the student is unable to attend camp for any reason (other than a positive COVID-19 test; see below) AND camp administration received a written refund request, the following refund policy will apply:

- 10 or more BUSINESS DAYS (M-F; 8am-5pm) prior to camp check-in: *If written notice of cancellation is received 10 or more business days prior to the start of camp you will be refunded tuition and housing payments LESS the \$100.00 non-refundable deposit.*
- 1-9 BUSINESS DAYS (M-F; 8am-5pm) prior to camp check-in: *If written notice of cancellation is received 1-9 business days prior to the start of camp, you will be refunded TUITION LESS the \$100.00 non-refundable deposit. No housing refund is available at this point.*
- As of 5:00pm on the last business night before camp check-in there are no refunds of any kind.

If a registered student becomes unable to attend camp because they have received a positive COVID-19 test during the 10 day period leading up to camp check-in, the following refund policy will apply:

- Written notice WITH PROOF OF POSITIVE COVID-19 TEST RESULTS DATED WITHIN 10 DAYS PRIOR TO CAMP CHECK-IN must be received in camp office before 8:00am on check-in day of camp: Full refund of tuition and housing less \$100.00.
- As of 5:00pm on the last business night before camp check-in there are no refunds of any kind.

**If a camper must go home during camp because they are homesick, ill, injured, or if they are sent home because of camp rule violations or safety concerns, there are no refunds.**

Accepted forms of written notification of cancellation include:

- Emails sent to the camp administration office at [musiccamps@fsu.edu](mailto:musiccamps@fsu.edu)
- Letters delivered to the camp administration office 122 N. Copeland Street, HMU236, Tallahassee, FL 32306

All of the above cancellation methods must be RECEIVED in our office according to the refund policy. Please be sure to get a confirmation from us indicating that your request was received and that the refund is being processed.

I have read the above Financial Responsibility Agreement and understand that I am responsible for all charges incurred by my child.

Signature: \_\_\_\_\_

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