

## **Refund Request Policy**

With the purchase of the Refund Protection Plan (\$30) for *each week of registration and* approval of a completed Refund Request Form, Germantown Academy will reimburse families 75% of the unused portion of camp fees for a complete withdrawal from the camper's program.

In order to receive a full refund, campers must be medically withdrawn from the program by providing a doctor's note. All refund requests will be approved by the Camp Director and processed *at the closing of the camp season*.

Refunds must be sent prior to the first day of the program your camper is scheduled to attend (this does not include medical requests). Vacations and other reasons your camper may not attend the program are to be sent to the office prior to the program beginning. Extended Care is non-refundable and non-transferable.

Germantown Academy will reimburse families the approved refund amount minus the refund protection fee.