

ADMINISTRATIVE FEES

Administrative Fee (per family)

- A **\$35 Administrative Fee is automatically** charged to all new registrations upon enrollment.
- This fee is **per family**, not per user.
- This fee is then automatically **charged annually on the 1st of the month of the anniversary** date of the family's enrollment, as long as they remain enrolled. *For example, if you enrolled on 1/15/25, your Administrative Fee for the following year will be processed on 1/1/26.*
- **If a family withdraws before their anniversary**, their Admin Fee will be charged upon re-enrollment. *This fee may be charged no more than twice in a calendar year.*
- Annual Administrative Fees **cannot be waived** and are **non-refundable**.

Fee Exemption for Current Users

- **Current users** (those enrolled before January 1st, 2025) **will not be charged** the \$35 Administrative Fee **until 2026**. *For example, if a user enrolled on November 27th, 2024 and remains enrolled, they will not be charged the administrative fee until November 1st, 2026, based on their anniversary date of enrollment.*
- **In the event a current user withdraws and re-enrolls**, they will then be charged the Administrative Fee and their re-enrollment date will become the anniversary for the annual fee to process. *For example, if they withdraw in February 2025 and re-enroll in April 2025 they will be charged their initial Admin Fee. On April 1, 2026, they will then be charged their Annual Admin Fee.*

Annual Automatic Processing

- The \$35 administrative fee is **automatically charged annually** to the payment method on file on the **1st of the month of the anniversary date of the family's enrollment**, as long as they remain enrolled.
- Annual Administrative fees **cannot be waived** and are **non-refundable**.