



## **Employee Discount for District Elementary Afterschool Program Tuition Fees**

Board approved salary agreements for CTA, AESOP, FPSU/SEIU, PBA and Non-Bargaining Unit (NBU) employees include a 25% Employee Discount for tuition in the District's 93 elementary afterschool programs. These eligible employees must complete PBSD 2476 on the District FORMS website and submit the form electronically. After submission, the employee and the afterschool program site director will receive a copy of the form noting the status of approval from the Department of Extended Learning via email. Eligibility for the discount begins effective the first day of the month following the date the employee submits the electronic PBSD 2476. The discount applies to school year afterschool tuition, but does not include registration, nor does it apply to camp.

### **Employee Responsibilities**

1. Ensure child is enrolled in a District Elementary Afterschool Program. Complete Afterschool Program registration and submit to Afterschool Program Site Director if not currently enrolled.
2. Complete PBSD 2476 Employee and Student Information sections and electronically sign and submit one form per child in afterschool.

### **NOTES:**

A new PBSD 2476 must be completed EACH school year for EACH child enrolled in afterschool. Discounts do NOT rollover from year to year without a new form submission annually. Forms received after August 31 will be processed as of the date submitted by the employee.

For more information, contact:

- Department of Extended Learning (687-6387); or
- Afterschool Program Site Director at the school