



STEPS Financial Contract

The STEPS parent and student intervention sessions and summer camps are provided at no cost. **The cost of a psychoeducational assessment is \$2,000.** To assist with payment for the assessment, please see the following options:

Insurance: Many insurance companies provide coverage for psychological services.

Do you have insurance that covers psychological services? Yes No

What is the amount of your insurance coverage? Total Amount: \$_____

Are there any conditions on how your insurance company allocates funding?
(Example: \$100/hr) Please explain:

Once you have committed to a payment option and payment is received (post-dated cheques are acceptable), RARC will provide a detailed receipt for families to submit to their insurance company.

Please choose 1 of the 3 payment options listed below:

***Please note: Cheques are payable to Queen's University.
RARC accepts Visa, Mastercard and Debit for Full Fee or Deposits only.***

Option 1: *Installment Plan* (\$84 x 24 months)

RARC offers STEPS families the option to pay for the assessment over a 2-year period. Please include 24 post-dated cheques for the 1st of each month.

Successful Transition from Elementary to Post-Secondary (STEPS)

Option 2: *Deposit and Installment Plan* (terms will vary)

RARC provides families with the opportunity to pay for the assessment through the means of a deposit and monthly installments that are appropriate for your family over a maximum of 24 months.

I will pay the deposit of \$_____, leaving a remainder of \$_____ to be paid in monthly installments.

In addition to the deposit amount, I will provide post-dated cheques for the first of each month for the amount of \$_____ for the next _____ months (maximum of 24 months).

Option 3: *Pay Full Fee* (\$2000)

RARC also provides the option for you to pay the full fee in one lump sum.

I will pay the full fee by: debit/credit cheque e-transfer

I understand and agree to the following terms:

- I will pay the full cost of the psychoeducational assessment through the means indicated in this form (insurance, installment plan, deposit, or full fee).
- If I withdraw from the STEPS program I understand I am still responsible and accountable for the remaining payments for my child's completed psychoeducational assessment as well as the additional \$200 commitment fee.

Students Name: _____
(Please Print)

Parent/Guardian Name: _____
(Please Print)

Signature: _____ Date: _____

Witness: _____ Date: _____

*If you have any questions or concerns, you can contact Alison Parker at:
613-533-6000 ext.75204 or alison.parker@queensu.ca.*