

# SPT 501: Sandtray Play Therapy with Children Ages 3 to 12 — A Mindful Approach



- Dates:** Nine Tuesdays, once a month, October 2024–June 2025  
**2024:** 10/29, 11/19, 12/17 // **2025:** 1/14, 2/04, 3/11, 4/08, 5/06, 6/03
- Time:** 9:15 AM–12:15 PM ET; 6:15–9:15 AM in California; early afternoon in UK & Ireland; early evening in India & Russia; late night/early morning in Australia & Japan
- Location:** Online Video Webinar
- Format:** Presentations are prerecorded video that include live partner exercises and live class discussions with instructor. — *Read description below.*
- CE Credits:** 27 non-contact hours. Course includes *three live class discussions* with presenter.
- Instructor:** Dottie Higgins-Klein, LMFT, RPT-S, AAMFT Supervisor
- APT Approved Provider 96-030:** Family & Play Therapy Center has been approved by the Association for Play Therapy (APT) as an approved provider for continuing education since 1996. Director, Dottie Higgins-Klein, was awarded the professional training and education award for 2015 by the APT.
- Ratings:** Participant Rating for the entire year of the SPT 501 course was 4.9 out of 5.
- Tuition:** \$700 – \$50 = \$650 with early reg. discount (*See payment and deposit information below.*)

## Course Overview

*Sandtray Play Therapy, A Mindful Approach* integrates sandtray theories with mindfulness meditation. An objective of this course is to enable you to integrate your own theoretical framework in the application of sandtray work with children ages three to twelve. The course has nine 3-hour classes, once a month from October to May. This schedule can allow time to absorb the learning as you bring it into your work. Along with developing new skills, **the Sandtray training nurtures a deeply respectful way of allowing the client's inner world to unfold.**

Sandtray Play Therapy is a natural complement to Play Therapy. Many children choose to utilize it as a regular part of their sessions. The sandtray miniatures help them to explore and express both the resourceful and the traumatic sides of their life experience. Current research literature in the field of Interpersonal Neurobiology strongly supports these body-mind processes like sandtray as being of great value for personal integration and for healing trauma.

This SPT 501 course is an especially valuable addition for RPT & RPT-S therapists. For those still working on their RPT credential, we would recommend our PFT 401/402 training, which includes lots of sandtray in the course. (You are welcome to call us to discuss the options.)

## Course Highlights

- Competence in both creating *and witnessing* sand pictures, sand stories, and mindful silence — includes experiential learning
- Directed trays — *in reality* — such as those used in the initial evaluation meeting the family
- Spontaneous trays — in imagination — can be used working with all ages)
- Structured trays for use with ADHD and Developmental delays
- Sandtray Analysis sharpens *the skill of understanding metaphors* [metaphor skill] and helps the therapist to sense the chronological and developmental ages that are manifesting in the architecture of the trays.

## Objectives

Course participants will be able to:

1. Utilize both directive and non-directive sandtrays in play therapy, for a wide range of issues - anxiety, depression, oppositional defiance, loss, adoption, foster care, affect regulation, etc.
2. Create a solid theoretical personal framework of play therapy, based on presentations and course readings
3. Describe how using moist or dry sand and miniature objects in play therapy can nurture deep healing.
4. Facilitate client sand trays using specific skills of mindful language and silence and informed reading of play therapy metaphors in sandtrays.
5. Assess therapist's own personal experience during sandplay and play therapy by creating sand trays with a



partner during two in-class exercises.

6. Extrapolate both theory and principles of application from sample sandtrays through in-class viewing of videos of child clients creating sandtrays.
7. Incorporate the sandtray modality as an adjunct to talk therapy.

### Format

- **Presentations:** This course consists of nine classes that were recorded live in 2018/2019 and were given a year-long rating of 4.9 out of 5 by the entire group of participants. Presentations include videos of therapy clients in session with Dottie, and of classroom demos of Sandtray practice. The original teacher-class interaction provides a lively context and expands the scope of the presentations with questions and answers that arise from broad group experience.
- **Live Partner Exercises** offer a valuable experience of sandtray as both client and therapist. In two of the classes, participants do their own sandtrays, each partnering live on the internet with a classmate. These exercise sessions are followed by live class discussion with instructor.
- **Live Class Discussions with Dottie:** *In three of the classes, 45 minutes will be a live discussion with Dottie and the online participants.*
- **The Community of Online Participants:** The class chat room allows participants to dialogue with each other, and our website has a Community Group where you can communicate with other class members outside of class. Our policy is that participants are in a private location at a computer, use a private network, and not to be driving in a car or using other transportation. In order to maximize the experience of a shared class community, we require participants to attend with their video cameras on.

### Required Reading

- *Sandtray: A Practical Manual (revised 2010)*, by Linda Homeyer and Daniel Sweeney
  - *Mindfulness-Based Play-Family Therapy: Theory & Practice*, by Dottie Higgins-Klein (Norton, 2013)
- The method of Sandtray Play Therapy presented in this course is rooted in the theoretical frameworks of Contextual Family Therapy and Mindfulness-Based Play-Family Therapy.

### Recommended Reading

- *Doing Contextual Therapy: An Integrated Model for Working with Individuals, Couples, and Families*, by Peter Goldenthal (Norton, 1996)

### The Sandtray Certificate Program

The Family Center offers certificate in Sandtray Therapy with Children. This certification also requires participation in the “Sandtray Using Focusing” course, which will be offered in this Summer, July 18, 19 and 20, 2024. There are other components to the certificate program and the Family Center will continue through the next few years to offer those components, so there will be time to complete the requirements. Contact the office for more information.

Children project imaginative stories in sand tray, which can reflect in metaphors the child’s true inner world. Through practice, therapists learn the essential skill of reading the metaphors. There is also training in using reality related to anxiety in children. The ultimate goal is to be able to work in ways that can accomplish root-level healing.

- **APT Credits:** Participation is recognized by the APT as Play Therapy Specific non-contact hours. In the table at the end of this course description, you will find CE details.
- **Sequence of Sandtray Courses:** Courses can be taken individually or as part of the Sandtray Certificate Program. The courses for children, adults, and relational family groups are grounded in different methodologies and may therefore be taken in any order unless otherwise noted. See Sandtray Certificate Program Brochure and Participant Feedback from past classes on our website: [www.fptcenter.com](http://www.fptcenter.com)
- **Class Schedule:** Classes are available on the scheduled day and time. If you miss a class, it is possible to take a replay at a fixed time, usually on a Monday or Tuesday evening; the fee for the replay is \$35. We are not set up for “on demand” viewing; since we enrich your experience by using videos of real sandtray sessions, we need to insure protection of our clients’ privacy.
- **APT Approved Provider:** Family & Play Therapy Center has been approved by the Association for Play Therapy (APT) as an approved provider for continuing education since 1996.



- **Discounts:** Brochures outline various discounts for US participants, as well as generous geographic discounts for international students, scaled to match the economies of most countries around the world.

**Prerequisites**

Participants in the United States must hold a graduate degree or be currently enrolled in graduate school in a related field. Participants outside the United States must have or be in the process of acquiring the appropriate credentials for practicing mental health services in their country.

**Instructor**

Dottie Higgins-Klein, LMFT, RPT-S, AAMFT Supervisor, received her Master of Family Therapy degree from Hahnemann University (now Drexel University). She is a Supervisor for the American Association of Marriage and Family Therapy (AAMFT) and a Registered Play Therapist Supervisor for the Association for Play Therapy (APT). Dottie began practicing mindfulness meditation in 1987 in a course with John Welwood called “Psychotherapy as a Meditative Process.” Having followed the framework that she learned over many years, including Focusing, she combines Mindfulness with Sandtray theory and practice. Dottie has been teaching Sandtray postgraduate courses for the past 20 years. She is a life student of Tibetan and Zen Buddhism.

Dottie is the clinical and administrative director of the Family & Play Therapy Center and author of *Mindfulness Based Play-Family Therapy: Theory and Practice* (Norton, 2013). You can read the first 12 pages on Amazon. She was awarded the Professional Training and Education Award for 2016 by the Association for Play Therapy.

**See the “Brochures” page of our website for information about our Certificate Program in Sandtray Play Therapy — A Mindful Approach**  
[www.fptcenter.com](http://www.fptcenter.com)

**SPT 501: Sandtray Play Therapy with Children  
Ages 3 to 12 — A Mindful Approach**

<b>TUITION</b>	<b>ANNUAL TUITION</b>	\$700.00	<b>NON-CONTACT CREDIT HOURS AVAILABLE</b>	
	<b>Deposit Due w/ Reg.</b> <i>(\$150 with Early Registration)</i>	\$200.00		
	8-Payment Plans available for tuition balance; please call Jerry for details.			Sandtray Play Therapy Certificate Program
<b>DISCOUNTS</b>	<b>Early Reg. Discount: \$50 discount with reg. by 9/15</b>		PA Social Work Board for LSW, LMFT, & LPC*	27 hr.
	<b>10% Discounts for Full-Time Students, Recent Graduates, Full-Time At-Home Parents, and Retired Persons</b>		Association for Play Therapy** -- <i>Play Therapy Specific</i>	27 hr.
<b>Geographical Discounts: See registration details online!</b>		<small>*The Family &amp; Play Therapy Center is approved by the Pennsylvania State Board of Social Workers, Marriage and Family Therapists, and Professional Counselors to offer continuing education for social workers, marriage and family therapists, and professional counselors. The Family &amp; Play Therapy Center maintains responsibility for the program. PA Social Work Board CEs transfer to many other states. Check with your state social work board. No fee for PA SW CEs.                  **The Family &amp; Play Therapy Center is approved by the Association for Play Therapy to offer continuing education specific to play therapy. Our provider number is 96-030. The Family &amp; Play Therapy Center maintains responsibility for the program. Those joining us through our Interactive Live Online Classroom (iLOC) receive APT contact hours.</small>		
<b>Course Withdrawal Policy:</b>				
(a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and installments, minus a \$25 withdrawal fee. (b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid deposit and installments, minus a \$50 withdrawal fee. (c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant will receive a refund of paid deposit and installments, minus a \$100 withdrawal fee. (d) Once the course has begun, participant is committed to completing the course, and is responsible for payment of tuition. (e) Absences: Tuition is not reduced on account of absences; however, participant may attend missed classes with no charge the next time that the class is offered. <b>We also offer a replay of a missed class for a fee of \$40. Replays are shown on the first available Monday evening following the class.</b>				

# Professional Community Online

The Family & Play Therapy Center hosts a *Professional Community Online* that offers free membership to all mental health professionals from anywhere in the world.

Membership in this community of mental health professionals will allow you to

- Connect with fellow participants and expand your professional network.
- Discuss clinical questions with other mental health professionals.
- Pick up your schedules and readings, and receive course announcements for our trainings.
- Access our Interactive Live Online Classrom (iLOC), if you are joining us for class online.

Please follow these instructions to create a profile. If you are having any difficulty, we are always happy to answer any questions and to help guide you through the process. Please feel free to call us in the office at 215-844-4321 ext. 1. Thank you!

## How to Create Your Profile in the Professional Community Online

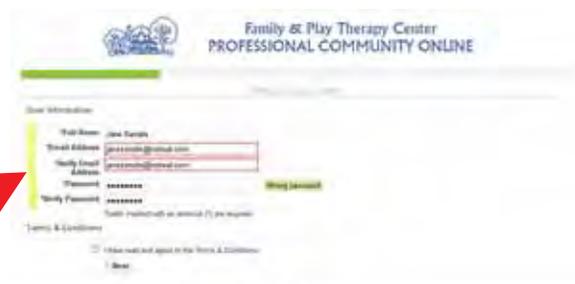
1. Go to our website: [www.fptcenter.com](http://www.fptcenter.com)
2. On the navigation bar across the top, click on the "Community" tab.



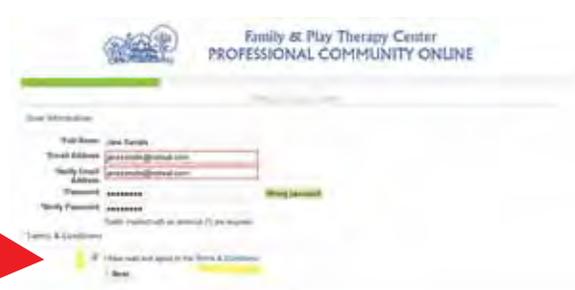
3. Click on the "Join Us Now! It's Free!" button.



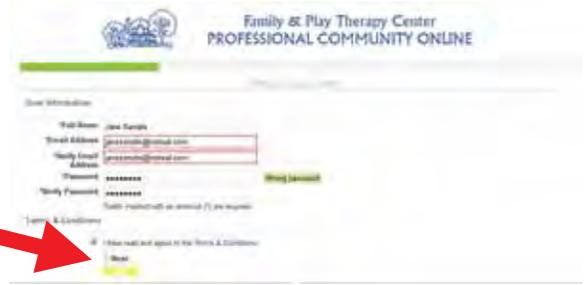
4. Fill in your full name, e-mail address (2 times), and password (2 times). The email address that you enter here is the one where you will receive notices regarding the community site. This email address will not be displayed, and you may choose a different email below for display in the community.



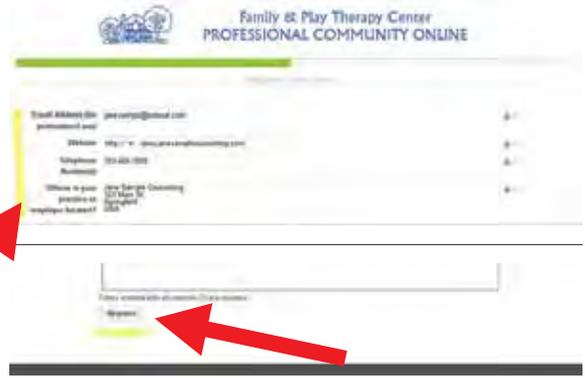
5. Click box to indicate agreement to terms. Click "Terms & Conditions" link to read terms.



6. Click "Next" button.

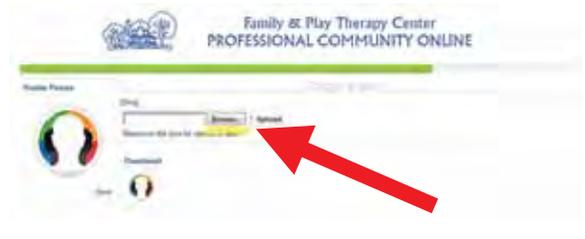


7. Provide information requested. Fields marked with an asterisk are required. The others are optional. We encourage you to provide enough information to give other community members a sense of your background and practice. Please note that the email address that you enter here will be displayed to other members of the community, and it does not need to match the email address that you entered above.

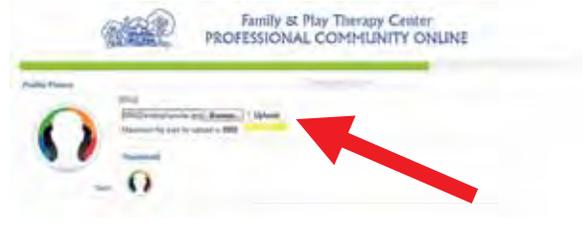


8. When you have completed this information, click the "Register" button at the bottom of the page.

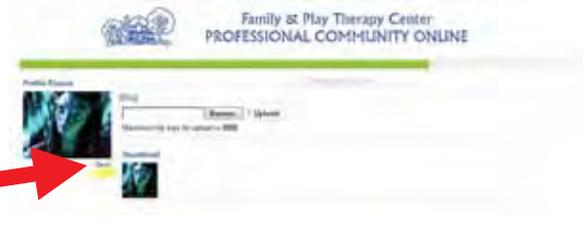
9. Here's where you upload your photo. You may click on "Skip" at the top and upload your photo later, if you don't have one handy. Please keep in mind that a photo on your profile will really allow others in the community to see you as a human being, rather than just a name on a list. In addition, you will only be eligible for certain perks, such as our free seminar attendance drawings, if you have a photo of yourself in your profile. If you are having any difficulty uploading a photo, please let us know, as we are always happy to help!



10. Click 'Browse'.



11. Find and select your photo on your computer. Click 'Upload'. You will see the photo and a preview of the thumbnail that will show up with your posts on the community site.



12. Click 'Next' to complete your registration.

13. Within the next couple of minutes, you will receive an email at the email address that you provided with your password in step 4. The email will contain an activation link. Just click on this link, and your profile will be activated. (If you are having trouble clicking on the link, please copy and paste it into the address bar on your browser.) You are now able to log in to the community site with your email address and password!

NOTE: If you have any difficulty in any of these steps, please give us a call in the office at 215-844-4321 ext. 1, and we'll be happy to guide you through the process!

# **REGISTRATION, DISCOUNTS, & POLICIES**

## **How to Register Online for Courses and Seminars**

**NOTE:** The entire registration process takes place over a secure, encrypted connection in order to ensure the privacy of your information, and we will never share your registration information with anyone else.

### **1. Create a Profile**

In order to register for courses and seminars through our website ([www.fptcenter.com](http://www.fptcenter.com)), **you must have a profile in our community site** (Professional Community Online). If you already have a profile, go on to step 2. If you do not yet have a profile, please click the help button on our website ([www.fptcenter.com](http://www.fptcenter.com)) and follow the instructions for creating a profile. It's free and takes only a few minutes!

### **2. Log in to the Professional Community Online**

Go to [www.fptcenter.com](http://www.fptcenter.com). On the navigation bar across the top, click on the "Community" tab.

### **3. Click on the 'REGISTER' Tab**

Once you are logged into the community site with your profile, just click directly on the 'REGISTER' tab at the top of the screen (NOT the 'View Registration & Make Payments' drop-down menu item below it) in order to start the registration process.

### **4. Select a Course**

Review the listing of courses and select the course you wish to register for by clicking on the title or the 'Register' button.

### **5. Provide Contact Information**

On the first page of the registration process, you will provide your current contact information. This contact information will be used only by us in order to communicate with you, and we will not share it with anyone else. If you are using a discount code (see more information below), then enter it on this page. When you have completed this page, click the 'Next Step' button.

### **6. Review Your Registration Information**

On the next page, please review the contact information and the listing of amount due with registration. If you wish to make any corrections, use the 'Back' button. Otherwise, click the 'Next Step' button to continue.

### **7. Select Your Payment Method**

On this page, please select which payment method you would like to use. If you would like to pay with a credit card (Visa, MasterCard, Discover, or American Express) right away in order to secure your spot in the course or seminar, then select 'Quickbooks Merchant Services'. Your credit card information will be handled with state-of-the-art security and encryption and will not be saved after being processed. If you prefer to pay later, there are several options: Mail in Payment, Call in Payment, and Payment from Agency. Please select the appropriate option. Once you have made your selection, click the 'Next Step' button.

**8. Enter Your Credit Card Information (if applicable)**

If you selected payment by Quickbooks Merchant Services, then you will enter your credit card information on this next page. Once you have completed this page, click the 'Submit' button.

**9. Registration Complete!**

You will receive a message on the screen that your registration has been submitted. You will also receive an email confirmation of your registration and credit card payment (if you made one). If you indicated that you will pay later, please be sure to follow up on that right away in order to be sure that your slot is held.

**IMPORTANT:** The confirmation email will include an attachment of our Ethical and Privacy Agreement. If you have not previously submitted a signed agreement, please print, sign, and return this agreement to us as soon as possible, as it will be required before you attend any course. You may return it by fax (+1 215 844 8877) or by email ([administration@fptcenter.com](mailto:administration@fptcenter.com)).

## DISCOUNTS

In addition to our Early Registration Discount, which will be automatically calculated in your online registration if it is currently available, we also have several other discounts available. We seek to make our courses as accessible as possible to therapists in a range of circumstances. Please note that Early Registration Discounts expressed as a dollar amount refer to the discount from full tuition rate; the discount is applied as a percentage and therefore adjusted based on other discounts applied. Please see specific information and requirements for discounts below.

### **Full-Time Student Discount — 10% discount — Automatically Calculated with Online**

**Registration** — You qualify for the Full-Time Student Discount if you are currently enrolled in a full-time accredited graduate program in a field of psychology, taking at least 3 courses per semester, during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

### **Recent Graduate Discount — 10% discount — Automatically Calculated with Online**

**Registration** — You qualify for the Recent Graduate Discount if you have graduated from an accredited graduate program in a field of psychology during the year preceding your enrollment in a course at the Family & Play Therapy Center, and if you are paying for the course personally.

### **Full-Time At-Home Parent Discount — 10% discount — Automatically Calculated with Online**

**Registration** — You qualify for the Full-Time At-Home Parent Discount if you are at home for child care and do not have employment beyond seeing up to three clients per week, during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

### **Retirement Discount — 10% discount — Automatically Calculated with Online Registration —**

You qualify for the Retirement Discount if you are a retired professional from a field of psychology and do not have employment beyond seeing up to three clients per week during the full term of a course at the Family & Play Therapy Center, and if you are paying for the course personally.

### **Geographical Discounts — 10%–65% discount — Automatically Calculated with Online**

**Registration** — If (1) you are a *full-time resident* of a country that is listed in our Geographical Discount Tables (see below) and (2) you hold a **university degree** in a field of psychology, then you are eligible for a Geographical Discount for attending a course or seminar online through our Interactive Live Online Classroom *as an iLOC @ Home participant*. Please see the tables for percentage of discount and discount codes for use in online registration. If your country falls into Group 6 in our Geographical Discount Tables and you are unable to pay the discounted rate, we welcome you to call for information about applying for a need-based scholarship.

## Geographical Discount Tables --- *iLOC @ Home ONLY*

To be eligible for these discounts for attending a course or seminar online through our Interactive Live Online Classroom as an *iLOC @ Home participant*, you must (1) be a **full-time resident** of a country that is listed in our Geographical Discount Tables and (2) **hold a university degree** in a field of psychology. If your country falls into Group 6 in the tables below and you are unable to pay the discounted rate, we welcome you to call for information about applying for a need-based scholarship.

### GROUP 1 – 10% Discount

Andorra	Gibraltar	Macau
Australia	Greenland	Monaco
Austria	Guernsey	Netherlands
Bahamas	Hong Kong	Norway
Belgium	Hawaii (US State)	Qatar
Bermuda	Iceland	San Marino
British Virgin Islands	Ireland	Singapore
Brunei	Isle of Man	South Korea
Canada	Israel	Spain
Cayman Islands	Italy	Sweden
Denmark	Japan	Switzerland
Falkland Islands	Jersey	Taiwan
Finland	Kuwait	United Arab Emirates
France	Liechtenstein	United Kingdom
Germany	Luxembourg	

### GROUP 2 – 20% Discount

Aruba	Faroe Islands	Poland
Bahrain	Greece	Portugal
Barbados	Hungary	Saudi Arabia
Cyprus	Lithuania	Seychelles
Czech Republic	Malta	Slovakia
Equatorial Guinea	New Zealand	Slovenia
Estonia	Oman	Trinidad and Tobago

### GROUP 3 – 30% Discount

Antigua and Barbuda	French Polynesia	Mexico
Argentina	Gabon	New Caledonia
Belarus	Guam	Puerto Rico
Botswana	Latvia	Russia
Chile	Lebanon	Saint Kitts and Nevis
Croatia	Malaysia	Saint Maarten
Curaçao	Mauritius	Uruguay

### GROUP 4 – 40% Discount

Anguilla	Iran	Saint Lucia
Brazil	Kazakhstan	Saint Vincent
Bulgaria	Libya	South Africa
Costa Rica	Montenegro	Turkey
Dominica	Northern Mariana Islands	Turks and Caicos Islands
Grenada	Panama	US Virgin Islands
Grenadines	Romania	Venezuela

**GROUP 5 – 50% Discount**

American Samoa	Cuba	Montserrat
Azerbaijan	Dominican Republic	Palau
Belize	East Timor	Peru
Bosnia and Herzegovina	Ecuador	Serbia
China	Jamaica	Suriname
Colombia	Republic of Macedonia	Thailand
Cook Islands	Maldives	Tunisia

**GROUP 6**

**Option 1: Online Registration Now – 65% Discount**

**Option 2: If your country falls into Group 6 and you are unable to pay the discounted rate, please call us at +1 215 844 4321 to apply for a need-based scholarship.**

Afghanistan	Haiti	Republic of the Congo
Albania	Honduras	Rwanda
Algeria	India	Saint Helena, Ascension and Tristan da Cunha
Angola	Indonesia	Saint Pierre and Miquelon
Armenia	Iraq	Samoa
Bangladesh	Jordan	São Tomé and Príncipe
Benin	Kenya	Senegal
Bhutan	Kiribati	Sierra Leone
Bolivia	Korea, North	Solomon Islands
Burkina Faso	Kosovo	Somalia
Burma	Kyrgyzstan	Sri Lanka
Burundi	Laos	Sudan & South Sudan
Cambodia	Lesotho	Swaziland
Cameroon	Liberia	Syria
Cape Verde	Madagascar	Tajikistan
Central African Republic	Malawi	Tanzania
Chad	Mali	Togo
Comoros	Marshall Islands	Tokelau
Côte d'Ivoire	Mauritania	Tonga
Democratic Rep. of the Congo	Moldova	Turkmenistan
Djibouti	Mongolia	Tuvalu
Egypt	Morocco	Uganda
El Salvador	Mozambique	Ukraine
Eritrea	Namibia	Uzbekistan
Ethiopia	Nauru	Vanuatu
Federated States of Micronesia	Nepal	Vietnam
Fiji	Nicaragua	Wallis and Futuna
Gambia	Niger	West Bank and Gaza
Georgia	Nigeria	Western Sahara
Ghana	Niue	Yemen
Guatemala	Pakistan	Zambia
Guinea	Papua New Guinea	Zimbabwe
Guinea-Bissau	Paraguay	
Guyana	Philippines	

## COURSE WITHDRAWAL & PAYMENT POLICIES

### Course Withdrawal Policy for Academic Term Courses:

*Academic Term Courses are courses that meet over the span of several months on a biweekly or monthly basis. Tuition is composed of (i) a deposit, which must be paid at the time of registration, and (ii) installments, which may be paid according to the schedule described in the course brochure.*

- (a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and installments, minus a \$50 withdrawal fee.
- (b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a \$50 withdrawal fee.
- (c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a \$100 withdrawal fee.
- (d) Following the first day of a course, participant is committed from completing the course, and participant is responsible for payment of full yearly course tuition. Full course tuition is not reduced on account of absences; however, participant may attend missed classes with no charge during the next time that the class is offered in the recurring cycle of the curriculum.
- (e) A late fee will be assessed for past-due balances and late payments. See our payment plan brochure for details.

### Course Withdrawal Policy for Short Term Courses:

*Short Term Courses are courses and seminars that meet over the span of one to five contiguous days. Tuition is composed of (i) a deposit, which must be paid at the time of registration, and (ii) installments, which may be paid according to the schedule described in the course brochure.*

- (a) If participant withdraws prior to four weeks before the first day of a course, then participant will receive a refund of the paid deposit and tuition, minus a \$50 withdrawal fee.
- (b) If participant withdraws within four weeks of the first day of a course, but earlier than one week before the first day, then participant will receive a refund of paid installments and a credit in the amount of the paid deposit to be applied to future training or supervision at the center, minus a \$50 withdrawal fee.
- (c) If participant withdraws within one week before the first day of a course or on the first day of a course, then participant forfeits either (i) \$150 or (ii) half of the paid deposit and installments, whichever is greater, and will receive a credit in the amount the remaining paid deposit and installments.
- (d) Following the first day of a course, participant is committed to completing the course, and participant is responsible for payment of full course tuition. Full course tuition is not reduced on account of absences.
- (e) A 1% late fee for past-due balances will be assessed at the end of each month, based on the amount past due on the last day of the month.

## **Payment Plan for Academic Term Courses**

The Family Center offers a payment plan for Academic Term Courses. Upon registration for the course, registrant pays the deposit. The tuition balance can be paid either in 8 monthly installments starting on September 1, or in a one-time payment on September 1 (or upon registration, whichever date is later). The installment plan is charged by the Center in our administrative office and there is no extra fee for this plan.

## **QUESTIONS?**

If you have any questions, please call us in the office at +1 215 844 4321 ext 1.  
Thank you!

**Family & Play Therapy Center  
6811 Quincy Street  
Philadelphia, PA 19119**

**Tel: +1 215 844 4321**

**Fax: +1 215 844 8877**

**Web: [www.fptcenter.com](http://www.fptcenter.com)**

**Email: [workshops@fptcenter.com](mailto:workshops@fptcenter.com)**