

**Westminster  
Presbyterian  
Church  
Preschool**

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# Registration Form

August 10<sup>th</sup> 2009-May 2010

Name of Child: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Nick name: \_\_\_\_\_ Male or Female

Circle who the child lives with? Mother, Father, Guardian, Other \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Class assignment is determined by August 1<sup>st</sup> cut off dates

Mother's or Guardian's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Business phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Father's or Guardian's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Business phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

**Enrollment Schedule and Fees: (Please circle desired schedule)**

Drop off begins at 8:30 am classes start at 9am for the morning session

Monday through Friday Hours 6:30-6:00pm

Weekly rates	1yr-2yrs.	2-3yrs.	3-4yrs.	4-5yrs.
M-F 8:30-11:30	\$70	\$62	\$60	\$55
M,T,W 8:30-11:30	\$45	\$40	\$38	\$33
Th ,F 8:30-11:30	\$32	\$30	\$28	\$24
M-F Full Day 8:30-4:30	\$120	\$102	\$100	\$90
M,T,W Full Day 8:30-4:30	\$77	\$64	\$62	\$57
Th,F Full Day 8:30-4:30	\$56	\$46	\$44	\$40
Per Day Services				
Early Arrival 6:30am-8:30	\$6	\$5	\$5	\$5
Extended Day 4:30-6pm	\$6	\$5	\$5	\$5
Lunch Bunch 11:30-12:30	\$6	\$5	\$5	\$5

Tuition is due at the end of closing on Fridays for the following week. Tuition is non-refundable and non-negotiable due to illness, school closing, delays, personal vacations, partial week holidays, or poor attendance.

**Fees are NON-REFUNDABLE**

**\$50 Registration Fee**

**\$50 Activity Fee**

We Accept Visa, MasterCard & Discover

The Lunch Bunch fee is only applied to those children who stay for lunch following the morning class period and not to children who are enrolled for full day.

Children using the Early Arrival, Lunch Bunch or Extended Day will contract the use of these services at the beginning of the academic year.

Tuition and any contracted additional fees are due the Friday prior to the week being paid for.

**\*Active Westminster Presbyterian Church members and staff receive a 10% discount, \* 10% off any second child enrolled, at equal or less cost**

**Late Pick Up Fees**

Parents will be assessed a \$15 late fee for the first fifteen minutes they are late in picking up their child and \$1 for every minute thereafter. The late fee is applied after 11:35, 12:35 for morning children and 4:35 for afternoon children; after 6:05pm.

**Late Fees**

Payments are due Fridays for the following week of preschool. Any payment not received by Monday 12 pm will acquire a \$5 late fee. An additional \$5 per day will be added for continued nonpayment.

Drop off at: \_\_\_\_\_ time and Pick up time at: \_\_\_\_\_

Schedules are set at registration; any changes to your child's schedule must be made with two weeks' notice.

**Parent Handbook**

I have received the Parent Handbook and have discussed any questions or concerns with the Director. I understand the policies and procedures for Westminster Presbyterian Preschool.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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Office Use Only:

Item	Date Received	Cash or Check number
\$50 Registration Fee		
\$50 Activity fee		
1 <sup>st</sup> weeks tuition		