

**ST. PAUL'S EXTENDED HOURS APPLICATION FOR ENROLLMENT 2024-2025**

Child's Name \_\_\_\_\_ F M Nickname \_\_\_\_\_

Child's Address \_\_\_\_\_ D.O.B. \_\_\_\_/\_\_\_\_/\_\_\_\_  
Street and Number Month / Date / Year

\_\_\_\_\_  
City, State, Zip Code

1. Parent or Legal Guardian's Name \_\_\_\_\_

Parent/Guardian Address \_\_\_\_\_ E-mail \_\_\_\_\_  
Phone \_\_\_\_\_

2. Parent or Legal Guardian's Name \_\_\_\_\_

Parent/Guardian Address \_\_\_\_\_ E-mail \_\_\_\_\_  
Phone \_\_\_\_\_

Name & phone # to contact if parents/guardians not available Name \_\_\_\_\_  
Phone \_\_\_\_\_

**PRESCHOOL WITH EXTENDED HOURS**

Please indicate the appropriate group based upon your child's age.

Baby Bears  
6 wks-1 year

Teddy Bears  
1-2 years

Panda Bears  
2-3 years

Brown/Polar Bears  
3-4 years

Grizzly Bears  
4-5 years

Please note: Your child's placement may be adjusted based on age and enrollment.

Days per week

2 T/TH

3 M/W/F

5 M-F

Hours needed (ex. 8AM-4PM)

FROM \_\_\_\_\_

TO \_\_\_\_\_

Open Monday - Friday 7:00 AM to 5:30 P.M.

**Office Use ONLY**

Date Rec'd. \_\_\_\_\_

Check # \_\_\_\_\_

Class \_\_\_\_\_

App # \_\_\_\_\_

Amount \_\_\_\_\_

Teacher \_\_\_\_\_

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**PLEASE COMPLETE PAGES 1 & 2 OF THIS FORM**

List names and date of birth of other children at home and names of other family members in your household.

Name \_\_\_\_\_ (Date of Birth) \_\_\_\_\_

Name \_\_\_\_\_ (Date of Birth) \_\_\_\_\_

Name \_\_\_\_\_ (Date of Birth) \_\_\_\_\_

Others: \_\_\_\_\_

Provide any information that might affect your child in school such as: medical conditions, dietary restrictions (food allergies), family situation, or special education services (IEP/IFSP).

Please provide the business, profession, and/or special talent of either or both parents/guardians.

I/we would be interested in volunteering to share my experience in the school.

Has the child had previous school or group experience? \_\_\_\_\_

Currently enrolled in St. Paul's? Teacher & Class \_\_\_\_\_

Home School District \_\_\_\_\_

How did you learn about St. Paul's Preschool? \_\_\_\_\_

Parent/guardian is current active military

Current member of St. Paul's U.M.C.

I would like more information about St. Paul's United Methodist Church.

**I have read and agree with the registration and tuition agreement policies as stated on page 3 of the registration packet. I will be responsible for payments as outlined. Classes offered are subject to cancellation based on enrollment. We cannot guarantee requests for placement with specific teachers or children. The \$100.00 (1 child) or \$185.00 (family) registration fee is enclosed and is non-refundable. Bills will be issued monthly and are due on the 15th of each month. Any outstanding balance must be paid in full prior to placement.**

\_\_\_\_\_  
Signature of parent/legal guardian

\_\_\_\_\_  
Date

**St. Paul's Preschool with Extended Hours Rates  
2024 - 2025**

**Registration:** Your application to the Center must be accompanied by a \$100.00 non-refundable registration fee or \$185.00 non-refundable family (two or more children) registration fee. Your child is not registered until the registration fee is received. Registration begins the first week in January for currently enrolled families and members of St. Paul's United Methodist Church. Registration is open to the community on February 1. Registrations will be processed in the order in which they are received. Registration fees will be refunded only if a class is canceled due to insufficient enrollment prior to the start of school.

(Rates are **per week** and subject to change.)

	Full Time (over 5 hours)	Part time (5 hours or less)
<u>Baby Bears</u>		
5 days	\$340	\$290
3 days (MWF)	\$285	\$240
2 days (TTh)	\$210	\$150
<u>Teddy Bears</u>		
5 days	\$330	\$280
3 days (MWF)	\$280	\$235
2 days (TTh)	\$210	\$150
<u>Panda Bears</u>		
5 days	\$325	\$275
3 days (MWF)	\$275	\$225
2 days (TTh)	\$200	\$150
<u>Brown, Polar &amp; Grizzly Bears**</u>		
5 days	\$305	\$250
3 days (MWF)	\$255	\$205
2 days (TTh)	\$185	\$125

**Late Pick-up Charge:** \$25.00 for the first 10 minutes - 5:31 to 5:40; \$5.00 for every five (5) minutes thereafter. This will be added to your monthly bill.

\*\* Grizzly bears will be billed a one time Activity Fee of \$45.00 in September to cover the cost of field trips and activities throughout the year.

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- Following enrollment, a fee agreement must be signed outlining the fees for your child's care. Bills will be sent via email. Payments are due by the 15<sup>th</sup> of each month and must be paid in full. Should you have questions regarding your bill please contact the accounts administrator at stppre.mshewbrooks@gmail.com.
  - A \$25.00 late fee will be charged if the payment is not received by the 20th of the month. Services will be suspended if the agreed upon fees or tuition payments are one month in arrears. The director or the assistant director may be contacted to discuss special extenuating circumstances.
  - When two (2) or more children in the family are enrolled in the center in the same year, there will be a 10% reduction in the lower tuition.
  - A child who has a parent currently active in the military will receive a 10% discount in their tuition. A military identification card will need to be provided to receive this discount.
  - No reduction or rebate of tuition will be made for voluntary withdrawal from school. If you withdraw your child from school for more than one month, you will be required to re-register and pay an additional registration fee. Placement will be based on availability. In case of absence, or illness Extended Hours families may use their allotted Family Time Off (FTO).

Make checks payable to St. Paul's Preschool.  
Credit card payments are accepted on line with a 3% fee.  
 Registration is not complete until payment is received.