



# St. Paul's Preschool Center

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Phone (215) 343- 1563 ♥ Fax (215) 343-8602  
www.stpaulspreschool.net

Director: Terri Mohapp  
Extended Hours Coordinator: Michelle Brett

## Current Families Registration for 2021-2022 School Year

We are so glad that you have chosen St. Paul's! We appreciate the confidence and trust you place in our exceptional staff to provide the highest quality care for your child. We are already planning for another wonderful year.

Attached are registration forms for the 2021-2022 school year.

Re-enrollment is required every year. In order for your child to be enrolled, the completed registration form must be returned with the registration fee by Friday, January 29, 2021.

If your child is not returning for the 2021-2022 school year, please complete and return the form below to the preschool or extended hours office.



### 2021-2022 Student Not Returning

Child's name \_\_\_\_\_

Child's current classroom \_\_\_\_\_

Please provide a reason for withdrawal \_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian name \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_  
\_\_\_\_\_

For office use

\_\_\_\_\_ Security access card(s) returned \_\_\_\_\_

**ST. PAUL'S PRESCHOOL CENTER APPLICATION FOR ENROLLMENT 2021-2022**

Name of Child \_\_\_\_\_ (M F) What should we call your child? \_\_\_\_\_

Child's Address \_\_\_\_\_ Phone No. \_\_\_\_\_  
Street and Number

\_\_\_\_\_ D.O.B. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
City, State, Zip Code Month / Date / Year

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

\_\_\_\_\_ E-mail \_\_\_\_\_

Home No. \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work No. \_\_\_\_\_

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

\_\_\_\_\_ E-mail \_\_\_\_\_

\*Indicate the first two phone numbers to call during the school day in case of emergency with #1, #2.

Home No. \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work No. \_\_\_\_\_

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

**Please read brochure and choose from only one program.**

**PROGRAM 1 PRESCHOOL**

Please circle only one group. The group is determined by age. See brochure for age requirements. Indicate your choice of session listed under group chosen. (Place 1 by 1st choice, 2 by 2nd choice.)

<b>S E S S I O N S</b>	<u>2 1/2-3 yr olds</u>	<u>3-4 yr olds</u>	<u>3-4 yr olds</u>	<u>4-5 yr olds</u>	<u>4-5 yr olds</u>	<u>Enrichment:</u>	
	<u>Playgroup</u>	<u>2 Day</u>	<u>3 Day</u>	<u>3 Day Pre-K</u>	<u>5 Day Pre-K</u>	<u>Science Central</u>	
	<u>M/W AM</u>	<u>T/Th AM</u>	<u>M/W/F AM</u>	<u>M/W/F AM</u>	<u>M-F AM</u>	<u>Pre-K &amp; K M PM</u>	
	<u>T/Th AM</u>	<u>C*T/Th AM</u>	<u>T/Th/F AM</u>	<u>C*M/W/F AM</u>		<u>Kodiak Kids</u>	
						<u>3/4's &amp; Pre-K W PM</u>	
						<u>Picasso Kids (Art)</u>	
						<u>3/4's &amp; Pre-K F PM</u>	
	Circle day/days	<u>Lunch Plus</u>	M	T	W	Th	F

**PROGRAM 2 PRESCHOOL WITH EXTENDED HOURS**

Please circle only one group. The group is determined by age. See brochure for age requirements. Circle your choice 2, 3 or 5 days (T/Th, M/W/F, or M-F). Indicate the approximate hours needed.

<u>Baby Bears</u>	<u>Teddy Bears</u>	<u>Panda Bears</u>	<u>Polar/Brown Bears</u>	<u>Grizzly Bears</u>	<u>Barclay Bears</u>
<u>6wks-1 year</u>	<u>1-2 years</u>	<u>2-3years</u>	<u>3-4 years</u>	<u>4-5 years</u>	<u>AM Kindergarten</u>
					<u>After School</u>
					<u>Enrichment</u>

Days per week (circle one): 2 T/TH                      3 M/W/F                      5 M-F

Extended Hours: indicate the hours needed (ex. 8AM-4PM) FROM \_\_\_\_\_ TO \_\_\_\_\_

Office Use Only: Date Rec'd. \_\_\_\_\_ Check # \_\_\_\_\_ Amount of Payment \_\_\_\_\_

Class \_\_\_\_\_ Teacher \_\_\_\_\_ Starting Date \_\_\_\_\_

**PLEASE COMPLETE BOTH SIDES 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: \_\_\_\_\_

Does he/she show a hand preference? \_\_\_\_\_ Left \_\_\_\_\_ Right

Child's Physician \_\_\_\_\_ Phone No. \_\_\_\_\_

Please comment on any special situation that would effect your child in school including but not limited to health, diet, legal custody, etc.

We would appreciate knowing the business or profession or special talent of either or both parents, so that we may be able to: plan an interesting class trip; have parents come into the school to speak to the children on various subjects; ask advice of a parent in a particular field. This information is completely optional.

Please check if applicable: Member of: St. Paul's U. M. Church \_\_\_\_\_ Other church \_\_\_\_\_

I would like more information about St. Paul's United Methodist Church. Yes \_\_\_\_\_ No \_\_\_\_\_

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

Currently enrolled in St. Paul's \_\_\_\_\_

If currently enrolled in St. Paul's: Name of Teacher \_\_\_\_\_ & Class \_\_\_\_\_

School District that you live in \_\_\_\_\_ Check if a parent is active in the military \_\_\_\_\_

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

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**I have read and agree with the registration and tuition agreement policies as stated in the brochure, registration packet and on the tuition/fees rate sheet. I will be responsible for payments as outlined. All classes offered are subject to enrollment at a full class basis. We do not accept 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. All preschool students must pay one month of tuition by June 15 to secure their class placement. This payment will be applied to their last month's tuition payment. All students must be paid in full for the previous school year by July 1 for preschool and by Aug. 31 for extended hours to secure their class placement for the coming school year.**

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

## St. Paul's Preschool Tuition Rates

2021-2022

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. Registration begins the first week in January for currently registered families and members of St. Paul's United Methodist Church. Registration is open to the community on February 1, or the next weekday if the first is on a weekend, until all programs are full. Registration fees will be refunded only if a class is cancelled due to insufficient enrollment prior to the start of school.

### Preschool Tuition 2021-2022

**(There are 10 equal payments paid on a monthly basis.)**

2-Day (Playgroup)	\$198
2-Day (3/4's class)	\$188
3-Day (3/4's class)	\$270
3 Day (Pre-K)	\$254
5-Day (Pre-K)	\$382
Enrichment Classes	\$155 (per 9 week session per class)
Lunch Plus	
1 Day	\$32
2 Days	\$53
3 Days	\$76
4 Days	\$99
5 Days	\$116

\*Rates subject to change

Tuition Agreement for Applications: Our preschool year will end mid-June. There are ten (10) equal payments due. **Preschool students must be paid in full for the previous school year by July 1 and pay one month of tuition by June 15 to secure their class placement.** This payment will be applied to their last month's tuition payment. The second payment is due by September 1 and the remaining eight payments are due on the fifth of each month (October through May). Monthly bills are mailed for the payments due in June and August and sent home with your child thereafter. If you have any questions concerning your account, contact Diane Donaher.

A \$25.00 late fee will be charged if the payment is not received by the 15th 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.

Enrollment is for the entire school year - September through mid-June. If you are moving, or make voluntary withdrawal for any reason, parents are required to notify the director in writing one month prior to leaving, or earlier if possible.

### Center Policies - Preschool

1. 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.
2. A child who has a parent 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.
3. No reduction or rebate of tuition can be made in case of absence, illness, or 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.

Make checks payable to St. Paul's Preschool.

Credit card payments are accepted.

## St. Paul's Preschool with Extended Hours Rates

2021- 2022

### Registration:

Your application to the Center must be accompanied by a \$100.00 nonrefundable registration fee or \$185.00 non-refundable family (two or more children) registration fee. Registration begins the first week in January for currently registered families and members of St. Paul's United Methodist Church. Registration is open to the community on February 1, or the next weekday if the first is on a weekend, until all programs are full. Registration fees will be refunded only if a class is cancelled due to insufficient enrollment prior to the start of school. **All extended hours students must be paid in full by Aug. 31 for the previous school year to secure class placement for the coming school year**

### Preschool with Extended Hours Rates 2021 - 2022

Open Daily (Monday - Friday) 7:00 AM to 6:00 P.M. (Rates are **per week** and subject to change.)

**Late Pick-up Charge: \$25.00 for the first 10 minutes - 6:01 to 6:10; \$5.00 for every five (5) minutes thereafter. This will be added to your monthly bill.**

	Full Time (over 5 hours)	Part time (5 hours or less)	(Rates are per week)
<u>Baby Bears</u>			
5 days	\$275	\$233	
3 days (MWF)	\$233	\$199	
2 days (TTh)	\$172	\$126	
<u>Teddy Bears</u>			
5 days	\$270	\$228	
3 days (MWF)	\$229	\$194	
2 days (TTh)	\$170	\$123	
<u>Panda Bears</u>			
5 days	\$265	\$224	
3 days (MWF)	\$222	\$184	
2 days (TTh)	\$162	\$119	
<u>Brown, Polar &amp; Grizzly Bears</u>			
5 days	\$249	\$205	
3 days (MWF)	\$204	\$166	
2 days (TTh)	\$151	\$103	
<u>Barclay Bears</u> AM Kindergarten After School			
Children at Barclay Elementary School will be walked from Barclay 5 days			
	\$238	\$202	
3 days (MWF)	\$196	\$159	
2 days (TTh)	\$142	\$97	

**Fee Agreement for Applications:** A fee agreement must be signed outlining the fees for your child's care. Bills will be issued at the beginning of each month for that month. Payments are due by the 15<sup>th</sup> of each month and must be paid in full. A \$25.00 late payment fee will be charged. The director or assistant director may be contacted to discuss any extenuating circumstances you may have. Service will be suspended if the agreed upon fees are one month in arrears.

### Center Policies—Preschool with Extended Hours:

1. 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.
2. A child who has a parent 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.
3. No reduction or rebate of tuition can be made in case of absence, illness or 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 a registration fee. Placement will be based on availability.

**Make checks payable to St. Paul's Preschool. Credit card payments are accepted.**

Registration is not complete until payment is received.