

For Office Use: Registered _____
Age _____ Days _____
Reg. Fee \$85.00 _____ Deposit _____
Sibling, Clergy, Military _____
5% Discount _____

2021-2022 REGISTRATION FORM
(Sept. 7, 2021 - May 25, 2022)

Please Print Clearly

CHILD:

Name of Child _____ / _____ / _____
(First) (Middle) (Last)

Name you want the teacher to use in the classroom: _____ Sex M or F Birthdate ____/____/____
(Circle One)

Home Address _____
Street City State and Zip

Home Phone _____ Language Spoken at Home _____ Email Address _____

Child lives with: Both parents _____ Mother Only _____ Father only _____ 2nd Email Address _____

List any allergy (food, insect bite, etc.) and the reaction your child may have: _____
(If none, please write "NONE".)

Previous child care program or school attended: _____

List any physical, mental or emotional conditions known to you, and any behavioral characteristics which may affect classroom participation:

MOTHER:

_____ / _____ Occupation _____ : ____ AM to ____ : ____ PM
(First Name) (Last Name) Hours at Work

Cell Phone _____ Employer _____ Work Phone _____

FATHER:

_____ / _____ Occupation _____ : ____ AM to ____ : ____ PM
(First Name) (Last Name) Hours at Work

Cell Phone _____ Employer _____ Work Phone _____

List local person(s) we should call if your child should become ill and parent(s) cannot be reached for pick up.

1. Emergency Name _____ Relationship to child _____ Phone _____

2. Emergency Name _____ Relationship to child _____ Phone _____

Other children in family:

Name _____ Birthdate _____ Name _____ Birthdate _____

Name _____ Birthdate _____ Name _____ Birthdate _____

How did you learn about St. Johns? _____ Previously Attended _____ Family _____ Friend/Neighbor _____ Internet _____ Local School
_____ Community Newsletter Ad _____ Direct Mail Postcard _____ Preschool Fair _____ Other: _____

Vehicle Make: _____ Model: _____ Color _____ Tag# _____

Parent's Signature

Date

ST. JOHN'S CECE

I have read and understand the following:

- Payments may be made by** Cash, Check payable to: St. John's CECE or via Credit Card on preschoolva.saintjohnsumc.org
- \$85.00 REGISTRATION FEE IS DUE AT REGISTRATION (NON-REFUNDABLE)**
- DEPOSIT (ONE MONTH'S TUITION) IS DUE BY MAY 10, 2021.** After May 10, 2021 the deposit is due upon registration. This deposit is used for May 2022 tuition payment. You must give the preschool at least 30 days written notice prior to withdrawal from the program in order to receive a refund of your deposit. If your written notice is less than 30 days or after March 31 there is no refund.
- MONTHLY TUITION September through April is due the 1st of each month.** If payment is made after the 10th of the month, a \$25.00 late fee will be added. One of the following discounts may apply: a 5% discount on tuition for your second child or clergy or military employment or if you pay for the school year in advance by cash or check by September 10, 2021.
- 2's \$35.00 ACTIVITY FEE IS DUE 1ST DAY OF SCHOOL (NON-REFUNDABLE).** This activity fee is for all 2 year old classes for a school bag, t-shirt and special activities for the school year.
- 3's \$90.00 ACTIVITY FEE IS DUE 1ST DAY OF SCHOOL (NON-REFUNDABLE).** This activity fee is for all 3 year old classes for eye testing, school bag, t-shirt, field trips and special activities for the school year.
- 4's \$110.00 ACTIVITY FEE IS DUE 1ST DAY OF SCHOOL (NON-REFUNDABLE).** This activity fee is for all 4 year old classes for eye testing, school bag, t-shirt, field trips, cap & gown and special activities for the school year.
- The following necessary forms:** Proof of birth (birth certificate, passport, or copy of placement agreement), School Entrance Physical Form, Authorization for Pickup Form, Emergency Treatment Form, Opt-Out School Directory/Photography Form and 3's & 4's Field Trip Permission Form must be submitted for each child. Also, when CECE is following COVID regulations, the necessary forms for admittance.
- **ALL CHILDREN WILL BE REQUIRED TO WEAR A FACE MASK WHILE ATTENDING & MUST BE ABLE TO PUT ON AND REMOVE THEIR FACE MASKS.**
- **THE MONTHLY TUITION STATED BELOW IS BASED ON AN ANNUAL ENROLLMENT IN WHICH HOLIDAYS, SCHOOL CLOSINGS AND SHORTENED MONTHS ARE TAKEN INTO CONSIDERATION WHEN DETERMINING THE TUITION RATES. NO CREDITS OR REFUNDS FOR ABSENCES, ILLNESSES, VACATIONS OR OTHER REASONS. IF THE MONTHLY TUITION PAYMENT IS NOT PAID, PARENTS WILL FORFEIT THEIR CHILD'S PLACE IN THE PROGRAM. A CHILD CAN BE RE-ENROLLED, ONCE PAYMENT HAS BEEN MADE, PROVIDING THERE IS AN OPENING.**
- **AT ANY TIME DURING THE SCHOOL YEAR IT MAY BE NECESSARY TO COMBINE CLASSES BY DAYS OR AGES DUE TO ENROLLMENT.**

Parent's Signature

Date

PRESCHOOL CLASS SELECTION (Circle Desired Class)

<u>Child's Age by 9/30/2021</u>	(Ratio)	<u>Days of Week</u>	<u>Time</u>	<u>Monthly Tuition</u>
2 Year Olds - 3 Days	(8-10 Children, 2 Adults)	Tue-Wed-Thu	9-1:00	\$350.00
2 Year Olds - 5 days	(8-10 Children, 2 Adults)	Mon-Tue-Wed-Thu-Fri	9-1:00	\$450.00

<u>Child's Age by 9/30/2021</u>	(Ratio)	<u>Days of Week</u>	<u>Time</u>	<u>Monthly Tuition</u>
<u>and fully toilet trained</u>				
3 Year Olds - 5 Days	(8-14 Children, 2 Adults)	Mon-Tue-Wed-Thu-Fri	9-1:00	\$450.00

<u>Child's Age by 9/30/2021</u>	(Ratio)	<u>Days of Week</u>	<u>Time</u>	<u>Monthly Tuition</u>
<u>and fully toilet trained</u>				
Pre-K 4 Year Olds - 5 Days	(8-16 Children, 2 Adults)	Mon-Tue-Wed-Thu-Fri	9-1:00	\$450.00

CHILD CARE CENTER for before and after care is not available until COVID regulations are adjusted.

- The Child Care Center when opens for all children in CECE during 8am – 9am and 1pm – 5:30 pm.
- Fee is \$8.00 per Scheduled Calendar Hour or \$9.00 per Unscheduled Hour (available as staffing permits).
- Billing child care time is per half hour (\$4.00 scheduled or \$4.50 unscheduled).