

## TRINITY PRESBYTERIAN PRESCHOOL REGISTRATION FORM - 2022 / 2023 SCHOOL YEAR

**PLEASE READ CAREFULLY:** I hereby make application for the admission of my child to Trinity Presbyterian Preschool. Along with this application, I am paying the **non-refundable enrollment fee** of **\$300** (\$200 registration fee and \$100 deposit towards tuition). I agree to pay tuition for the entire school year with payments beginning on May 9, 2022. We reserve the right to consolidate or cancel a session based on enrollment.

**Child's Name** \_\_\_\_\_ **Male or Female** \_\_\_\_\_  
First Middle Last Name

**Nickname** \_\_\_\_\_ **Date of Birth** \_\_\_\_/\_\_\_\_/\_\_\_\_  
(mm / dd / yy)

**Address** \_\_\_\_\_  
Street Address City, State, Zip Code

Father's Info
Name
Phone #'s
Email Address
Employer

Are you a Trinity Presbyterian Church Member?
YES                      NO                      (circle one)

Has your child had previous school experience?
YES                      NO                      Where?

Mother's Info
Name
Phone #'s
Email Address
Employer

How did you hear about our preschool program?

**If offered, would you use extended services?**                      YES                      NO                      (circle one)

Early Bird (8:00am - 8:50am)                      M   T   W   Th   F                      (circle days needed)

Lunch Bunch (12:00pm - 2:30pm)                      M   T   W   Th   F                      (circle days needed)

<b>Please select the appropriate age group and class you are registering for below:</b>
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2 Years Old
<small>Must be 2 on or before August 1, 2022</small>
_____ 2 Day Class (T/Th)
_____ 3 Day Class (M/W/F)

3 Years Old
<small>Must be 3 on or before August 1, 2022</small>
_____ 3 Day Class (M/W/F)
_____ 5 Day Class (M-F)

4 Years Old
<small>Must be 4 on or before August 1, 2022</small>
_____ 3 Day Class (M/W/F)
_____ 5 Day Class (M-F)

Monthly Tuition Cost (all ages)		
2 Day Classes	\$ 215.00	per month
3 Day Classes	\$ 260.00	per month
5 Day Classes	\$ 330.00	per month

<p><b>All 3 and 4 year olds must be potty-trained</b></p> <p><b>(NO pull-ups) prior to the start of school.</b></p>
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Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Trinity Presbyterian Preschool affirms its commitment to cultural diversity, and its program is available to all children of preschool age, without regard for race, sex, religion, or national origin.

# TRINITY PRESBYTERIAN PRESCHOOL

## ENROLLMENT AGREEMENT - 2022 / 2023 SCHOOL YEAR

Child's Name \_\_\_\_\_

First

Middle

Last Name

**A. PAYMENT POLICY**

1. Preschool Registration: A student's enrollment fee of **\$300** (\$200 registration fee plus \$100 deposit towards the first month's tuition) is to be paid at the time of registration and is **non-refundable**.
2. Registration after May 9, 2022: Students enrolled after May 9, 2022 will pay the \$200 registration fee plus the first month's tuition.
3. No credit will be given for days the school is officially closed. (We follow JCPS calendar.)
4. No credit will be given for days missed due to illness, surgery or vacation.
5. Tuition must be paid on time. A \$10 late fee will be charged for each week the tuition payment is overdue.

**B. TERMINATION OF AGREEMENT**

This agreement shall be terminated if one or more of the following occur:

1. Serious illness of the student prevents school attendance. (**Doctor's note required**)
2. The Preschool Board of Directors determines that the preschool is unable to meet the needs of the student.
3. The Preschool Board of Directors determines that it is not in the best interest of the preschool program or other students enrolled at the school to have the student in attendance.
4. The **entire** family moves 50 miles or more from the school area due to a change in employment.  
**(Note: letter from employer is required.)**

**C. PROCEDURES**

In exercising its discretion under numbers B2 and B3 above, the school may require the student's parent(s) or guardian(s) to attend conferences with the Director and a representative of the Preschool Board regarding matters that potentially warrant termination of the Agreement. The student's parent(s) or guardian(s) may request a conference with the Director and Preschool Board representative regarding these matters that potentially warrant termination, but the school shall have no obligation to grant such a request. The Preschool Board of Directors' decision in any matter is final.

**D. PAYMENTS**

Monthly Payments - Payments are broken down into 9 months. The first month less the \$100 deposit is due by May 9<sup>th</sup>. The remaining payments are due by the 15<sup>th</sup> of the month beginning September 15<sup>th</sup> - April 15<sup>th</sup>.

2 Day Classes:	\$ 215.00 per month	/	\$1,935.00 per year
3 Day Classes:	\$ 260.00 per month	/	\$2,340.00 per year
5 Day Classes:	\$ 330.00 per month	/	\$2,970.00 per year

In consideration of the Agreement of Trinity Presbyterian Preschool to enroll the above named student for the **2022-2023 school year**, the undersigned agrees to pay the annual tuition charge and comply with the terms of this Agreement.

This Agreement when accepted by the school becomes the unconditional obligation of the undersigned to pay the tuition for the full academic year, provided that this Agreement may be canceled by the undersigned in writing at any time prior to May 1, 2022, without obligation except forfeiture of the enrollment fee. Failure to pay the May 9, 2022 tuition charge shall not be considered notice of cancellation. Unless notice of cancellation is given, no portion of the annual tuition charge paid or outstanding balance will be refunded or forgiven.

Parent or guardian who is financially responsible for the student:

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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