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**APPLICATION AND**

**REGISTRATION FORM**

**23-24 SCHOOL YEAR**

Wesley Station Preschool

At Fairview United Methodist Church

Enrollment Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child Information:

Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Boy \_\_\_ Girl \_\_\_ DOB (mm/dd/yy) \_\_\_\_\_\_\_\_ Preferred/Nick Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Apt. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School District\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s age on September 1st, 2023\_\_\_\_\_\_\_

Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell \_\_\_\_\_ Land Line \_\_\_\_\_\_

Preferred Method of Contact: Phone \_\_\_\_\_\_ Text \_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # to call during school day in event of illness/emergency\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Family Information:

Parent/Guardian #1 Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Occupation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address (if different than child) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian #2 Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Occupation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address (if different than child) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Lives with (check one): Both Parents \_\_\_\_\_\_\_\_ Mom \_\_\_\_\_ Dad \_\_\_\_\_\_

Other (please list name and relationship) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other siblings in the household:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_ Age \_\_\_\_\_

Health Concerns or Diagnoses:

Allergies (food or other) and Reactions

Emergency Contact Information (other than parent)

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Class Enrollment:**

**3-year-old (by September 1, 2023)**

\_\_\_2 days per week (Tuesday/Thursday)

\_\_\_3 days per week, mixed age 3 & 4 years old (Monday, Wednesday, Friday)

**4-year-old**

\_\_\_3 days per week, mixed age 3 & 4 years old (Monday, Wednesday, Friday)

\_\_\_4 days per week (Monday, Tuesday, Wednesday, Thursday)

\_\_\_5 days per week (Monday-Friday)

**5-year-old**

\_\_\_4 days per week (Monday, Tuesday, Wednesday, Thursday)

\_\_\_5 days per week (Monday-Friday)

**4- and 5-year-old**

\_\_\_ extended day (Two days per week, pick up at 2:15)

*If a class is cancelled due to low enrollment, we might reassign your child to another class. We will contact you if this occurs.*

**\_\_\_Yes, we want a Wesley Station tote bag**

**\_\_\_No, we will reuse our tote bag from last year or will purchase our own**

**Referred By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tuition Rates and Information**

$75 non-refundable registration fee is due with application.

**Children will be placed in an age-appropriate classroom. Children may be placed in a group based on teacher recommendation or parental input. We will do our best to accommodate requests, but the school director has final say.**

Classes will begin in September and end in May.

Parents are required to sign our policy forms and join our classroom app prior to the first day of school.

Your child may be asked to come in prior to school start for an assessment and/or meet and greet.

Cancelled Classrooms due to enrollment will be assigned to another classroom or will have any deposits refunded prior to September 1. Otherwise, any deposits are non-refundable.

The first tuition payment is due by August 15th, 2023. The remaining payments are due the fifteenth day of each month; one each September to May for a total of 10 payments. Late Fees: If payment has not been received by the 28th the of the month a $10 late fee will be added to the balance due. If no arrangement for payment has been made and payment is 30 days past due, your child may be excluded from school until payment arrangements are made. A $35 fee will be assessed for each NSF check. Late pickups 15 minutes past pick up time may be assessed a $5 fee, plus $1 for every minute after. Parents/Guardians will be required to give one month’s notice to terminate enrollment, submitted to the director in writing with a withdrawal date. There is no discount, refund, or other financial allowance for absence, illness, vacation, holidays, school closures or any other reason. Make up days missed due to weather or illness of staff exceeding three days will be decided on by the Preschool Board of Directors and will not include Thanksgiving, Christmas, or Easter Breaks. By signing this tuition contract, you agree to make payment(s) when due and to abide by the tuition policies and regulations of Wesley Station Preschool.

Student’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Parent or Guardian Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent or Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WELCOME ABOARD!