



**APPLICATION AND
REGISTRATION FORM
25-26 SCHOOL YEAR**

(814)840-1559

www.wesleystationpreschool.org

Email: fumc.wesleystationps@gmail.com

Children must be 3 years of age by October 20 and using the toilet independently to attend. Enrollment Fee is \$90, due with application.

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, 2025 _____

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:

_____ 2 days per week, age 3 (Tuesday/Thursday 8:45-12:00) *arrival 8:45-9:15*

_____ 3 days per week (Monday, Wednesday, Friday 8:45-12:00) *arrival 8:45-9:15*

_____ 3 days per week (Tuesday, Wednesday, Thursday 8:45-1:00) *arrival 8:45-9:15*

_____ 5 days per week Pre-K (Monday and Friday 8:45-12:00; Tuesday, Wednesday, Thursday 8:45-1:00) *arrival 8:45-9:15*

Tuition:

There is a 7% discount if tuition is paid in full by September 3rd, 2024

2- day Preschool 8:45-12:00 \$1,530 per year

If paying monthly:

- 1st payment due prior to the first day of school.
- 2nd -9th payments due on the 15th day of each month, October 2025-May 2026
- 9 monthly payments- \$170

3-day Preschool 'A' Monday, Wednesday, Friday 8:45-12:00 \$2,250 per year

If paying monthly:

- 1st payment due prior to the first day of school.
- 2nd -9th payments due on the 15th day of each month, October 2025-May 2026
- 9 monthly payments- \$250

3-day Preschool 'B' Tuesday, Wednesday, Thursday 8:45-1:00 \$2,700 per year

If paying monthly:

- 1st payment due prior to the first day of school.
- 2nd -9th payments due on the 15th day of each month, October 2025-May 2026
- 9 monthly payments- \$300

5-day Pre-Kindergarten \$3,420 per year

If paying monthly:

- 1st payment due prior to the first day of school.
- 2nd -9th payments due on the 15th day of each month, October 2025-May 2026
- 9 monthly payments- \$380

Referred By _____

WELCOME ABOARD!

Tuition Payments and Other Policies

\$90 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 1st. We will work with families to find another placement in our school that is satisfactory to everyone. Otherwise, any deposits are non-refundable.

Wesley Station utilizes the use of cameras (video and sound) in their hallways and classrooms. The recordings are stored on a memory card for two weeks, then the footage is destroyed. The footage is not regularly viewed by the staff or anyone else.

The first tuition payment is Prior to the first day of school. The remaining payments are due the fifteenth day of each month; one each September to May for a total of 9 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.

By signing this application, I am giving my consent:

- For my child's information to be published on class lists
- For my child to utilize the playground equipment, including but not limited to swings, slides, climbing equipment, and trikes and other ride-ons; on all surfaces including but not limited to grass, mulch, and asphalt/pavement.
- For my child to walk with class on the church grounds.
- For my child to be photographed or recorded during activities for the purpose of parent photo sharing and Wesley Station promotional purposes (static photos only).
- For my child to use hand sanitizer in between soap and water utilization during restroom breaks.

Student's Name _____

Printed Parent or Guardian Name _____

Parent or Guardian Signature _____

Date _____