

PGUMC PRESCHOOL

2019—2020

ENROLLMENT FORM



CHECK ALL THAT APPLY

- ☐ Currently Enrolled
☐ Sibling of Currently Enrolled Student
☐ Church Member
☐ Sibling of Former Student
☐ Waiting List for Current Year
☐ General Public

Child's Name _____
 (Last) (First) (Middle) (Name used)

Male ___ Female ___ DATE OF BIRTH _____ Home Phone _____

Mother's Name _____ E-mail _____ Cell _____

Father's Name _____ E-mail _____ Cell _____

Address _____
 (Street) (City, State) (Zip Code)

Please Check The Class and Days That You Would Like Your Child To Attend

TODDLER CLASS

*MUST BE 18 MONTHS
ON AUGUST 31

___ 2 days T/Th

___ PREFER M/W
IF AVAILABLE

2 YEAR-OLD CLASS

*MUST BE 2 ON AUGUST 31

___ 2 days T/Th
 ___ 3 days M/W/F
 ___ 5 days M-F

DAYS PREFERRED
IF AVAILABLE:

OFFICE USE

DATE RECEIVED

NAME OF
SIBLING ATTENDING

CONFIRMATION DATE

3 YEAR-OLD CLASS

*MUST BE 3 ON AUGUST 31

___ 2 days T/Th
 ___ 3 days M/W/F
 ___ 4 days M-Th
 ___ 5 days M-F

DAYS PREFERRED
IF AVAILABLE:

4 YEAR-OLD CLASS

*MUST BE 4 ON AUGUST 31

___ 2 days T/Th
 ___ 3 days M/W/F
 ___ 4 days M-Th
 ___ 5 days M-F

DAYS PREFERRED
IF AVAILABLE:

AMOUNT
ATTACHED:
\$ _____

CHECK #

**A SIGNATURE IS NEEDED ON PAGE 2 BEFORE
ENROLLMENT CAN BE PROCESSED**

ENROLLMENT POLICIES

PLEASE READ AND SIGN BELOW

Currently enrolled students are guaranteed a place in our preschool if a completed enrollment form and the appropriate payment are received in the preschool office by 1:00 p.m. January 31, 2019.

PGUMC Preschool reserves the right to cancel a class due to insufficient enrollment.

Yearly tuition is based on the total number of days a child attends preschool during the entire school year, September through May. The yearly tuition is divided into **ten** (10) equal payments. **The first payment is due with this enrollment form and is non-refundable***. The second payment is due **May 15, 2019***, and the eight remaining payments are due the fifteenth (15th) of each month; August 2019 through March 2020. The director will be glad to make other payment arrangements if parents prefer to pay quarterly or bi-annually.

2019 – 2020 TUITION FEES

DAYS ATTENDING**	YEARLY FEES	(10) PAYMENTS
Toddlers (Tues/Thurs)	\$2,400	\$240.00
Tuesday/Thursday	\$2,350	\$235.00
Monday, Wednesday, Friday	\$2,910	\$291.00
Monday through Thursday	\$3,765	\$376.00
Monday through Friday	\$4,200	\$420.00

**** Tuition fees may vary if the days attending are customized.**

***The second tuition payment, due May 15, 2019, is held as the last tuition payment for the 2019—2020 school year.** It must be paid in a timely manner to hold the child's place in the preschool. This tuition payment will only be refunded when a written thirty-day notice of withdrawal from the program is received and current tuition is paid in full. Please note that this payment is not refundable after **March 1, 2020**.

Refund Exceptions:

- (1) The payment made at enrollment time will be refunded in full if the parents deny the second option offered by the director when the first class choice cannot be honored or a class is canceled due to low enrollment.
- (2) Eighty percent of the registration payment will be returned if the child moves out of Wake County (Proof of the relocation address will be needed prior to the refund) before **August 1, 2019**.

Children will not be allowed to attend preschool unless all required information and forms are on file. **Forms and information are due by August 1, 2019.** Forms can be printed from our website: www.pgumc.org.

***I have read and understand the above enrollment policies of
Pleasant Grove United Methodist Preschool***

Parent's Signature _____ **Date** _____

Print Name _____