

Enrollment

- The following forms must be kept on file in our office:
 - Registration Form/Tuition & Fee Agreement
 - Health & Immunization Record
 - Parent Authorization Form
- Enrollment is accepted on a first come, first-served basis except during Pre-Registration in the spring. At that time, priority is given in the following order:
 1. Children already in the program
 2. Children of congregation members
 3. Children on the waiting list
 4. Other children
- Children may be enrolled at any time during the year, provided there is space in their age group.

Tuition and Fees

The Registration fee collected includes a \$50 non-refundable fee for Preschool children and a \$100 non-refundable fee for children enrolled in Extended Care. This fee will be applied toward the Supply Fee for the 2023-2024 school year.

PRESCHOOL HOURS ONLY PLAN

	<u>Tuition</u>	<u>Supply Fee (Aug-May)</u>	
2 days 8:45a-12:45p	\$230/month	\$ 100	<i>Toddlers & 2's only</i>
4 days 8:45a-12:45p	\$305/month	\$ 125	<i>All Ages</i>

PRESCHOOL WITH EXTENDED CARE PLAN

	<u>Tuition</u>	<u>Supply Fee (Aug-May)</u>	
5 days 7:00a-1:00p	\$120/week	\$ 125	<i>Please see the</i>
5 days 8:45a-5:30p	\$150/week	\$ 150	<i>Application for</i>
5 days 7:00a-5:30p	\$170/week	\$ 150	<i>Admission for</i>
			<i>more EC options</i>

- A charge of \$3 per meal (pizza, cookie, drink) for those wishing to participate in monthly Pizza Day may be included with the tuition.
- Families with multiple children: The first child's tuition will be 100% with a 10% discount offered on the tuition of any additional children.
- Member (or joining) Preschool Families will receive a 25% tuition discount according to the Preschool Tuition Covenant (see pg 8).
- New students shall pay the total month's charge if the child is enrolled prior to the 15th of the month and one-half of the month's charge if the child enters on or after the 15th of the month.
- The Director must be given a two-week written notice if a child is to withdraw from the program. If a child withdraws after the program begins, the parent is responsible for tuition for the entire month in which the child withdraws.
- A \$5.00 late fee will be charged for tuition not received by the date set forth in the tuition agreement. If you need to revise your tuition fee schedule, please discuss this with the Director.
- A \$5.00 late fee will be charged for each five minutes a child is not picked up after normal departure time. Preschool – 1:00; Extended Care – 5:30
- Additional fees may be charged for field trips, special projects, etc. as deemed necessary.
- Insufficient funds fee of \$35 for checks and \$5 for EFT will be charged for each incidence. The fee, as well as the amount of the original payment, must be paid in full within 4 working days of the request.

St. Paul's Preschool Tuition Covenant

"The Lord bless you and keep you" (Numbers 6:24)

General Covenant Agreement

- Member (or joining) Preschool Families that attend Sunday School twice a month and Worship Services twice a month will be given a 25% percent discount on tuition at St. Paul's Lutheran Preschool.
- Member (or joining) Preschool Families will also receive priority enrollment.

Covenant Specifics

- Please tell the Preschool office about your interest in participating in the tuition covenant.
- Please speak with Pastor if interested in becoming a member of St. Paul's. Ten new member classes are required to join.
- Please always sign attendance pads each week to record attendance in both worship and Sunday School.

As a congregation we are blessed in blessing you! Bless us as part of our church family!