

2012/13 SCP Registration Information Page

REGISTRATION DATES & TIMES:

- Pre-Registration for currently enrolled students and their siblings is on February 21, 2012 at 6:00pm at St. Christopher's. At this time, we will accept registrations for all of our classes Tadpoles (2s) , Polliwogs (3s) and Frogs (4s) and 5 day PRE-K.
- Pre-registration ends on March 5th - all registrations received after this date will not be given priority over open registrants.
- Open Registration (for the general public) will begin on March 6, 2012 at 6:00pm at St. Christopher's. At this time, we will accept registrations for all of our classes Tadpoles (2s) , Polliwogs (3s) and Frogs (4s) and 5 day PRE-K.

REGISTRATION FEE:

There is a \$25 non-refundable registration fee due with the attached form, for **ALL** classes.

Registration must be done in person.

The registration fee is still required for those on the waiting list.

Class preferences will be filled on a first come/first serve basis.

Please be mindful that we have very limited spaces available.

Parents or guardians may get into line before the specified time; however registrations will not be accepted until the specified time.

Please note that all children in Polliwogs, Frogs and PRE-K classes must be able to use the bathroom (without assistance) by the start of classes in September 2012.

Children entering our Polliwogs or Frogs program must be 3 or 4 (depending on the class) by Nov. 1, 2012. Please note that our age determination dates differ from the public school system, please ask the director if you have any questions about this. **Tadpoles students must be 2 to be enrolled in our program.** To be eligible for our 5 day PRE-K, children must be 4 years old by September 1, 2012.

We will schedule a meet and greet before the start of the new school year. ALL Paperwork will be mailed out in April.

Please Note: SCP reserves the right to cancel a class if we can not fill it.

Staff and class availability are subject to change.

If for any reason, SCP cancels a class -

Your money will be refunded in a timely manner. The director/staff has the authority to make amendments to all policies and guidelines.

***2012/2013 Tuition Prices are as follows:**

There is a non-refundable security deposit of \$300 due by May 15,2012 for those enrolling in our Polliwogs, Frogs and Pre-K classes. The first session of Tadpoles will also be due at this time.

The security deposit is deducted from, not in addition to, the total amount due. This deposit will ensure your child's spot at St. Christopher's Preschool. (Spots not reserved by a security deposit will be forfeited.)

Tadpoles (2 year old program) 2 days per/session: \$200	T/TH Polliwogs (3 year old program) \$1350	M/W/F Polliwogs (3 year old program) and M/W/F Frogs (4 year old program) \$1850	5 Day PRE-K (4 & 5 year old program) \$2850
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There will be 3 tuition payment options.

- **1) Tuition can be paid in full (Security Deposit + Balance due) with a 5% discount no later than May 15, 2012.
- 2) \$300 Security Deposits are Due May 15, 2012, in addition to 3 payments of the balance in July, October and January.
- 3) \$300 Security Deposits are Due May 15, 2012, in addition to 7 payments July - January. Payments not made in a timely manner will be charged late fees.

All balances are to be paid by January 31, 2013.

Specific tuition payment schedules will be available in the Parent Handbook given in April.

*The first tuition payment and signed paperwork is due by, July 15, 2012.
 Payments will not be accepted without a signed parent agreement.

**To receive a 5% discount -
 Full payment is required with the security deposit due by May 15, 2012. Any full payments made after May 15, 2012 will not reflect the 5% discount.

*Please note that once the first tuition payment is made, regardless of which payment option you choose - you are responsible for the entire tuition amount. St. Christopher's Preschool is dependent on it's classes being full; in order to pay salaries and purchase supplies. Unexpected loss of income is extremely detrimental to our program. We have suffered greatly from these situations in the past and have become very strict in regards to these policies to protect our interests.

*By making your first payment, you are confirming your intention to attend St. Christopher's Preschool and agree to all of our Policies & Guidelines. This will be strictly enforced. There will be no refunds!