



Child's Age on September 30, 2016 ___yrs. ___mos.

**CALVARY HILL BAPTIST CHURCH PRESCHOOL
Preschool 2016/2017 Registration**

Child's Full Name _____ Name child is known by _____

Sex _____ Home language _____ Date of Birth ____/____/____

English communication skills: Speaks easily Little English No English

Home Street Address _____

City _____ State _____ Zip Code _____ Home Phone () _____

Mother's Name _____ Father's Name _____

Work Phones () _____ () _____
Mother Father

Cell Phones () _____ () _____
Mother Father

Desired Date of Enrollment: _____ Parents email address: _____

Choose days and times wanted. Write 1st choice (1), 2nd choice (2), or only choice (only)

	TIMES	2 DAYS (TTh)	3 DAYS (MWF)	5 DAYS (MTWThF)
MORNING PRESCHOOL	9:30-1:30 (4 hours)			
EXTENDED PRESCHOOL	9:00-4:00 (7 hours)			

Previous childcare experience? _____ If so, where? _____

How did you find out about our program? _____

Please read and sign the reverse side of this page before signing below and paying to register.

Signature of Parent _____	Registration Date ____/____/____
OFFICE USE Received: Amount _____	Ch# _____ Date ____/____/____

Terms and Conditions of Registration

Registration payment reserves your child's place and is non-refundable, unless we cannot accommodate your child. Please let us know if you decide to not attend in the Fall so that we may fill the opening with a child from the wait list.

Classes are organized by age.

Children enrolled for Extended Preschool (1:30-4:00 PM) **must be potty trained.**

Each child must have a Virginia physical exam certificate, signed by a physician, proving adequate immunization and general good health. **This form must be provided to the school before the first day of school attendance.**

Annual Activity Fee (payable in September) is used for in-house educational programs and supplies, as well as tote bags. Each child receives one tote bag upon initial registration, to be used during his/her entire time of attendance at the preschool.

Tuition: Preschool tuition is paid in 9 equal monthly payments.

Payment 1 – the prepaid tuition for May 2017 must be paid by May 5, 2016. For enrollment after May 5, 2016, prepaid tuition is due at time of enrollment. If a child is withdrawn before the end of the school year, the May prepayment is refundable **only if we receive written notice of withdrawal 30 days in advance and the withdrawal date is before March 1st.** If a child is withdrawn after March 1st, the May 2017 tuition will not be refunded. All payments are by check only – no cash.

****Please note**** Changes in days of attendance also require 30 days written notice.

Payment 2 – is September tuition plus Activity Fee of \$65.00 due on the day of your teacher conference in September.

Beginning in October, monthly payments are **DUE BY THE FIFTH DAY OF EACH MONTH.** A \$15 late fee is charged for tuition payments received after the 5th.

Late Pick-up Fee: A \$1.00 per minute, per family, late fee will be charged for pick-ups later than 1:30 PM or 4:00 PM.

Changes in days of attendance also require 30 days written notice and are subject to availability.

All payments are by check or money order, made payable to C.H.B.C. PRESCHOOL.

I have read and accept the terms and conditions of this registration.

Signed: _____ Date: ____/____/_____