



Child's name _____

Birth Date _____

PLEASE INITIAL BESIDE EACH STATEMENT

1. _____ I understand my child must be completely potty trained to attend the Preschool program. Children enrolled in the toddler program do not need to be potty trained. (Please see page 6 of Parent Handbook)
2. _____ I understand that age is not the sole determining factor in whether or not a child is ready for preschool. For this reason, during the first month the child will be assessed and if the teacher feels that the child has not made an adequate adjustment, she may suggest he/she attend at a later time. It is important that this first school experience be a happy one. (Please see page 13 of Parent Handbook)
3. _____ I understand an annual, non-refundable registration fee along with a two-week deposit is due at the time of registration. The two-week deposit is credited toward my child's last month he/she attends school. (Please see page 15 of Parent Handbook)
4. _____ I understand I must give a two-week notice to drop, before the first day of school to receive a refund of my two-week deposit and a two-week written notice is required in case of early withdraw anytime throughout the school year. (Please see page 14 of Parent Handbook)
5. _____ I understand the year's tuition is calculated by how many days the school is in operation and divided into equal monthly payments. Therefore the same amount of tuition is charged for months that have holidays, breaks or in-service days. I understand there will be 4 in-service days during a school year and I am not charged for those days the school is not open. Tuition covers the cost of running the school based on a non-profit budget. It cannot be altered for vacation or illness or in the case of a natural disaster and we are required to close the Preschool due to the safety of the children. (Please see page 14 of Parent Handbook)
6. _____ I understand monthly tuition payments are due by the first of the month, and no later than the eighth of the month. I understand there will be a 10% late charge for tuition paid after the eighth. (Please see page 14 of Parent Handbook)
7. _____ I understand if tuition is delinquent for more than two weeks, my child may be dismissed from the program. I agree to make scheduled payments until the balance is paid in full. (Please see page 14 of Parent Handbook)
8. _____ I agree to pay a \$15.00 charge for any returned checks. I understand after two returned checks, I will need to pay by cash or money orders. (Please see page 15 of Parent Handbook)
9. _____ I agree to pay the late fee as stated in the Parent Handbook for picking up my child late from school. (Please see page 12 of Parent Handbook)
10. _____ I have read the illness policy in the Parent Handbook and agree to abide by the health standards of the school. (Please see page 13 of Parent Handbook)

11. _____ I agree to make monthly tuition payments as shown. (Please see page 15 of Parent Handbook)

| Please ✓ Program | Preschool Half Day Program 9:00 – 1:00 pm (4 hours) | Monthly Tuition |
|-----------------------------|--|----------------------------|
| | Mon/Wed/Fri | \$434.00 |
| | Tues/Thurs | \$311.00 |
| | Mon – Fri | \$745.00 |
| | Preschool Half Day Program 9:00 – 12:00 (3 hours) | |
| | Mon/Wed/Fri | \$324.00 |
| | Tues/Thurs | \$233.00 |
| | Mon – Fri | \$557.00 |
| | Toddler Half Day Program 9:00 – 1:00 (4 hours) | |
| | Mon/Wed/Fri | \$446.00 |
| | Tues/Thurs | \$321.00 |
| | Mon – Fri | \$767.00 |
| | Preschool Full Day Program 7:00 – 6:00 (11 hours) | |
| | Mon – Fri | \$837.00 |

12. _____ I have read the Parent Handbook and Enrollment Packet and agree to the operating rules of ENCOUNTER Preschool.

Email Address _____

We request your email address so we can send the Preschool Monthly Newsletter (Small Talk) to you as well as Preschool reminders and updates on ENCOUNTER Preschool events. Thank you!

Please print Parent/Guardian's name _____

Parent/Guardian Signature

Date

