



**The Weekday School**  
**At Mt Vernon United Methodist Church**  
**Registration Application 2018-2019**

Child's Name: \_\_\_\_\_  
 Age of child as of 9/1/18 : \_\_\_\_\_ Child's DOB: \_\_\_\_\_  
 Home address: \_\_\_\_\_  
 Primary Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_  
 Parent 1: \_\_\_\_\_  
 Parent 2: \_\_\_\_\_  
 Primary email: \_\_\_\_\_  
 Secondary email: \_\_\_\_\_  
 How did you hear about us? \_\_\_\_\_  
 Primary Language spoken at home? \_\_\_\_\_  
 Has your child attended school before? Y N Reason for leaving? \_\_\_\_\_  
 Does your child have an allergy? Y N Please Explain \_\_\_\_\_

**Non-refundable Application fee \$125 for one, \$75 for each additional child.**

<b>2-day (Tuesday &amp; Thursday)</b>	<input type="checkbox"/>	<b>\$235</b>
<b>3-day (Monday, Wednesday, and Friday)</b>	<input type="checkbox"/>	<b>\$315</b>
<b>5-day (Monday-Friday)</b>	<input type="checkbox"/>	<b>\$435</b>

**Please read and initial each line to indicate that you understand the tuition terms:**

\_\_\_\_\_ I agree to pay nine (9) tuition payments or the number of months enrolled if beginning mid-year. The deposit, in the amount of one (1) month's tuition, due May 1st 2018 or as soon as I register my child, covers May 2019's tuition. The second tuition payment is due on the first day of the school year. Each tuition payment thereafter is due on the first day of the month. Tuition is considered late on the 8th of the month and will incur a \$10 late fee.

\_\_\_\_\_ I agree to pay a \$100 Activity Fee by September 30<sup>th</sup>, 2018

\_\_\_\_\_ If I withdraw my child without 45 days notice, I owe next month's tuition/forfeit deposit.

\_\_\_\_\_ Registrations are accepted with registration fee. Registration Application fee is NON-refundable. Make checks payable to MVWS.

\_\_\_\_\_ Deposit **is only** refundable if more than 45 days written notice is given.

\_\_\_\_\_ I give permission for photographs of my child to be used for the preschool website, newsletters, slide shows and other publicity purposes.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**I have read and understand the following policies: Please initial each section and sign at the bottom.**

\_\_\_\_ **Late fees will be assessed for any parent picking up their child late from any program.** Children picked up later than 12:15 pm will be charged a late fee of \$10.00 for the first 10 minutes and \$1.00 per minute after that.

\_\_\_\_ **A parent or guardian must escort the child into the classroom.** Under no circumstances may a parent or guardian drop the child off without entering the building. Parents should pick up their children from the classroom.

\_\_\_\_ **Food allergies/special needs.** Some of our classrooms have students who have food various food allergies. Some are so severe that we cannot have items that are processed in a plant that might come in contact with the food. Staff will notify you in writing of these allergies and proper precautions to take to avoid these foods. We also honor all reasonable religious requests for food accommodations. If we cannot meet your allergy or religious food accommodation, we might need to ask you to provide a snack for your child.

\_\_\_\_\_ I give my child permission to play on all the equipment at school and participate in all the activities at the Mother's Morning Out.

\_\_\_\_ **Tuition is paid monthly.** Full tuition must be paid regardless of absences, holidays, inclement weather or closings beyond our control. Tuition fees are due on the first Mount Vernon Weekday School day of every month and are considered late after the 3rd Mount Vernon Weekday School day of the month. A \$10.00 late fee will be assessed payments incur a 3% mark-up.

\_\_\_\_\_ Should 20 calendar days pass without tuition being paid, and no contact made with the director your child will be withdrawn from the program. To have your child return to the program (space permitting) you will have to re-register and pay registration fees again.

\_\_\_\_\_ If tuition is 30 days late, the student will be suspended from all enrichment and after school activities.

\_\_\_\_\_ If a family is 60 days delinquent with tuition either a written payment arrangement needs to be arranged with the director or the student is suspended from the program until full payment is received.

\_\_\_\_\_ Parents will be notified of any personal checks returned to Mount Vernon Weekday School for insufficient funds. If a check has been returned, the parent must pay all bank fees.

\_\_\_\_\_ The following is a copy of rules agreed to when completing the registration for school entrance:

\_\_\_\_\_ I agree to pay nine (9) tuition payments or a pro-rated portion depending on my child's enrollment date. The first tuition payment is due on the first day of May each year or upon enrollment at the MVWS. The second payment is due on the first day of the school year OR the child's first day of school. Each payment thereafter is due on the first day of the month.

\_\_\_\_\_ The director will call all numbers on the emergency contact form. There is a \$30 fine in the event that no parents/guardians can be contacted during school hours.

Parent signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_