



5830 Bethelview Rd. Cumming, GA 30040 678-513-3909
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Office Use Only
 Date Rec'd _____ Time Rec'd _____
 Payment Method: Chk# _____
 Cash _____ Amount Paid \$ _____

Please check one:
 Group A _____
 B _____ C _____
 D _____ E _____
 F _____

Registration Form for 2018/2019 School Year

Date submitted: _____ Gender: [] Male [] Female

Childs Last Name: _____ First: _____

Name your child will go by at school _____

☐ Parkway Presbyterian Church Member ☐ Non-member

Birth date: _____ Age as of September 1, 2018: _____

Address: _____ City: _____ St: _____ Zip: _____

Email: _____ Home Phone: _____

Mother's Name: _____ Father's Name: _____

Mother's Work: _____ Father's Work: _____

Mother's Cell: _____ Father's Cell: _____

For your age group, please mark 1st and 2nd choice

1 st & 2 nd Choice	Class	Ratios	Monthly Tuition & Yearly Snack/Activity Fees	Days and Times
	Preschool 2 years (2 by 9/1/2018)	10:2	\$190 a month Snack \$70/ Activity \$75	Mon., Wed., Fri. 9:00 a.m. - 12:10 p.m.
	Preschool 2 years (2 by 9/1/2018)	10:2	\$155 a month Snack \$50 / Activity \$55	Tuesday & Thursday 9:00 a.m. - 12:10 p.m.
	Preschool 3 years (3 by 9/1/2018)	12:2	\$190 a month Snack \$70 / Activity \$75	Mon., Wed., & Fri. 9:00 a.m. - 12:20 p.m.
	Preschool 3 years (3 by 9/1/2018)	12:2	\$155 a month Snack \$50/ Activity \$55	Tuesday & Thursday 9:00 a.m. - 12:20 p.m.
	Preschool 4 years (4 by 9/1/2018)	12:2	\$240 a month Snack \$90/ Activity \$95	Mon., Tues., Wed., & Thurs. 9:00 a.m. - 12:30 p.m.
	Preschool 4 years (4 by 9/1/2018)	12:2	\$290 a month Snack \$110 / Activity \$120	Monday - Friday 9:00 a.m. - 12:30 p.m.
	Young 5's (5 by 12/31/2018)	12:2	\$290 a month Snack \$110 / Activity \$120	Monday - Friday 9:00 a.m. - 12:35 p.m.

- ✓ This application must be accompanied by the \$100.00 registration fee. You will be promptly notified if your application is not accepted and your registration fee will be returned. The registration fee is **non-refundable** once your child is enrolled.
- ✓ Preschool registration begins January 22, 2018. Preschool's first day is August 15, 2018.
- ✓ May 2019 tuition is due May 1, 2018 and is **non-refundable**.
- ✓ Snack and activity fees are due by June 1, 2018 and are **non-refundable**.
- ✓ August-April tuition is due by the 1st of each month. A \$15 late fee will be charged for tuition received after the 10th.
- ✓ **Failure to submit payments within 10 days of due date will forfeit your place in our program.**
- ✓ A bank fee of \$29 will be charged on any returned checks.
- ✓ One month's (30 day) written notice is required prior to withdrawal. The notice must be turned into the director. **Failure to provide a one month's written notice will result in you being held responsible for one month's tuition payment.** The snack and activity fees and May tuition fee are **non-refundable**.
- ✓ Certification of Immunization form 3231 is due August 15th for preschool (forms can be faxed to 770-888-9935).
- ✓ I give permission for my family's name, address, email, and home number to be printed and distributed to parents of the preschool in the form of a class list. This list may not be used for business purposes or solicitation.
- ✓ PPP&K is exempt from licensing through Bright from the Start Georgia Department of Early Care and Learning, but has complied with all the criteria and requirements for this exemption.

Parent's Signature _____ Date _____

Class Placement:

Teacher:

2018-2019 Registration Procedures

All currently enrolled students will have a place in our program, and we will try to honor your first request for the days you prefer. Registration is first come first serve; your form will be time and date stamped so your form will wait in line for you. Please turn your forms in by the dates stated below.

Group A—Preschool staff and church members currently enrolled—forms due by January 26.

Please turn registration form and fee into the preschool/kindergarten office *via your child's book bag* no later than January 26th.

Group B—Non church members currently enrolled —forms due January 30. Please turn registration form and fee into the preschool/kindergarten office *via your child's book bag* no later than January 30th.

Group C—All siblings of currently enrolled —forms due February 1. Please turn registration form and fee into the preschool/kindergarten office *via your child's book bag* no later than February 1st.

Group D—Church members not currently enrolled in preschool—forms due by February 2. Please turn registration form and fee into the preschool/kindergarten office between 9:15 a.m. and Noon no later than February 2nd.

Group E—Alumni Registration forms due via mail or drop off by February 5. Please turn in registration form and fee into the preschool/kindergarten office or mail your form. All forms must be received by 9:30 a.m. on February 5th.

Group F—Public Registration forms due via mail or drop off by February 6. Please turn in registration form and fee into the preschool/kindergarten office or mail your form. All forms must be received by 9:30 a.m. on February 6th. You will be notified of your child's placement by mail or you may see a posting in the preschool/kindergarten office.

This application must be accompanied by the \$100.00 registration fee in order to be considered. You will be promptly notified if your application is not accepted. If you would like to be taken off our waiting list you will need to call the office. The registration fee is **non-refundable** once your child is enrolled, so please notify us quickly if you wish to be taken off the waiting list.

TOURS: Please sign in at the Preschool/Kindergarten office, then go upstairs to the sanctuary for a Preschool/Kindergarten information discussion and short question and answer period.

Monday, January 16 at 1:15 p.m.

Tuesday, January 17 at 1:15 p.m.