

Director: Jamie Carr <u>jcarr@baldwincommunityumc.com</u> (412) 440-0509

## **2021-2022 REGISTRATION INFORMATION**

Registration takes place by <u>MAIL ONLY</u> (Early postmarks, hand-delivered forms, emails, or priority mail will **NOT** be accepted).

- Registration forms for students currently enrolled, their siblings and Church member's children must be postmarked and mailed to the Preschool office no sooner than Monday, February 8, 2021.
- Registration forms for *new students* must be postmarked and mailed to the Preschool office no sooner than Wednesday, February 10, 2021.

Registration is considered complete **ONLY** when we receive:

- A completed Registration and Class Selection form for Each child being registered.
- A non-refundable Registration fee of \$50.00/child or \$75.00/family (fee is NOT applied towards tuition.) Make checks payable to **Baldwin** Community Preschool.

Registered students will receive an information packet containing an invoice for the first month's tuition payment and an explanation of options for tuition payments. *In order to retain a space in the class, a non-refundable first payment must be made by May 15, 2021.* If this payment is not received, your child's space will automatically be relinquished. If a spot in the class is still available when the first payment is made, an additional \$10.00 will be charged as a late fee.

<u>PLEASE NOTE</u>: Registration is ongoing until classes are full, however we reserve the right to cancel classes that are not full.

# BALDWIN COMMUNITY PRESCHOOL REGISTRATION FORM – 2021-2022

		LAST		FIRST	
REFE	RRED FIRST NAME (IF D	DIFFERENT FROM NA	ME LISTED ABOVE)		
HILD	'S DATE OF BIRTH		MALE/FEMALE		
ADDR	ESS				
	STREET		CITY	STATE	ZIP
REFE	RRED CONTACT PHONE	NUMBER			
AREI	NT(s)/GUARDIAN(s): (PLE	ASE PRINT LEGIBLY)			
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The Class Selection form on the back of this sheet must also be completed.

### **CLASS SELECTION FORM - 2021-2022**

Please indicate numerically a first and second choice. You will receive a phone call approximately 2 weeks after registration has been completed, <u>only if you do not receive your first choice</u>.

Pre-K 5 Day Program: (child must be 4 ½ by Sept. 1 and must also have previous pre-school experience)

OPTION:			Tuition amount <u>per month</u> for 9 months	SELECTION
Pre-K 5 Day Transition Class	5 days	M-TH 9-2, Fri 9-11:30	\$365.00	

#### 4 year old Programs: (child must be 4 by Sept. 1)

OPTIONS:			Tuition amount <u>per month</u> for 9 months	SELECTION
Pre-K 4 Day Transition Class	4 days	M-TH 9-2	\$340.00	
Half Day Morning Class	4 days	M-TH 9-11:30	\$180.00	
Half Day Afternoon Class	4 days	M-TH 12:30-3	\$180.00	

### 3 year old Programs: (child must be 3 by Sept. 1)

OPTIONS:			Tuition amount <u>per month</u> for 9 months	SELECTION
	3 days	MWF 9:15-11:45	\$165.00	
Half Day Morning Classes	3 days	TWTH 9:15-11:45	\$165.00	
	2 days	T/TH 9:15-11:45	\$140.00	
	3 days	MWF 12:30-3	\$165.00	
Half Day Afternoon Classes	3 days	TWTH 12:30-3	\$165.00	
	2 days	T/TH 12:30-3	\$140.00	

#### **Drop-off 2 year old Programs:** (child must be 2 by May 1st)

OPTIONS:			Tuition amount <u>per month</u> for 9 months	SELECTION
	Morning	T/TH 9:15-11:30	\$120.00	
2 classes per week	Afternoon	T/TH 12:15-2:30	\$120.00	
3 classes per week	Morning	MWF 9:15-11:30	\$150.00	

**NOTE:** The **non-refundable** first payment for your child's tuition must be paid on or before **May 15, 2021** to retain a space in class. If payment is not received by May 15, 2021, your child's space will be automatically relinquished. If the spot has not been taken away and the first payment is made, a late payment of \$10.00 will be charged.