

Westminster Preschool  
REGISTRATION  
2019 - 2020 SCHOOL YEAR

Church Members:

Registration will begin Tuesday, January 29, 2019 at 9:00 a.m. in the Preschool Office, Room 207. No Registration Fee for Church Families.

Current & Alumni Families:

Registration will begin on Tuesday, February 5 at 9:00 a.m. in the Preschool Office, Room 207. Registration Fee of \$80 to secure child's spot.

New Families:

Registration will begin on Tuesday, February 12 at 6:30 p.m. during an Open House at the preschool. Open House will run 6:30 – 8:00 p.m. Registration Fee of \$80 to secure child's spot.

Westminster Preschool  
8955 Columbia Avenue  
Munster, IN 46321  
219-805-0906  
[preschool@wpcmunster.org](mailto:preschool@wpcmunster.org)

## **2019-2020 Registration Form**

Westminster Preschool's mission is to provide a safe and nurturing environment to the children it serves as well as accept each child as a unique and equal member of the classroom community. Our goal is build a strong foundation for success in school through a curriculum that uses age appropriate activities for intellectual, emotional, language, social and motor skill development.

Westminster Preschool admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. Parents/guardians should notify the Preschool Director if their child has any special needs. Westminster Preschool will work with the family and / or special consultant to determine if reasonable adaptations can be made to allow for a positive experience for all involved.

### **CLASS CHOICE**

\_\_\_\_\_ **Teddy Bears** - 3 years old by September 1  
Meets Tuesday and Thursdays  
9:00 – 11:30 a.m. or 12:30 – 3:00 p.m. (please circle preferred class time)  
**Tuition: \$120 per month**

\_\_\_\_\_ **Panda Bears** – 4 years old by September 1  
Meets Monday, Wednesday and Friday  
9:00 – 11:30 a.m. or 12:30 – 3:00 p.m. (please circle preferred class time)  
**Tuition: \$170 per month**

\_\_\_\_\_ **Panda Bears Plus** – 4 years old by September 1  
Meets Monday, **Tuesday**, Wednesday and Friday  
9:00 – 11:30 a.m.  
\*Please note that the curriculum for Panda Bears Plus is the same as Panda Bears but has one additional day of enrichment activities held in church nursery.  
**Tuition: \$220 per month**

\_\_\_\_\_ **Fab Fives** – 5 years old by October 1  
Meets Monday, Tuesday, Thursday and Friday  
9:00 a.m. – 2:00 p.m.  
-This class requires that the student have completed a 4 year old program in a general education setting. Previous Preschool Attended: \_\_\_\_\_  
-Children bring a snack & lunch to school each class session.  
-Parent Helper program does not apply to this class as a classroom aide is provided.  
**Tuition: \$335 per month**

## ENROLLMENT ELIGIBILITY

- Students must be potty trained by first day of school.
- Students must meet the birth date listed for each program. New students must provide a copy of birth certificate with registration form.
- Students must be current on immunizations as recommended by Centers for Disease Control and endorsed by the American Pediatrics Association. New students must provide a copy of shot record with registration form.
- Students enrolling for Fab Fives must have completed a four year olds general education preschool program.
- Any diagnosed special needs must be disclosed at time of enrollment to determine if reasonable adaptations may be made.

## FINANCIAL OBLIGATIONS

### Registration Fee:

- \$80.00 non-refundable registration fee due with registration form to secure enrollment.
- Registration fee is waived for Westminster Church members.

### Monthly Tuition:

- Tuition is based on class choice - \$120, \$170, \$220 or \$335.
- Tuition includes all classroom expenses as well as on-site special events and fieldtrips for one student & one adult (some field trips allow for additional tickets to be purchased.)
- Total tuition cost is divided by 9 monthly payments made September through May.
- An additional \$25.00 due each month if family does not participate as "Classroom Helper."
- Tuition is due by the 10<sup>th</sup> of each month in cash, check or by credit card. Payment envelopes will be provided.
- \$10.00 late fee for payments received after 15<sup>th</sup> of month.
- \$25.00 charge for "Non-sufficient Funds" returned checks.
- Receipts are available upon request.
- Late pick-ups will be assessed a \$10 fee for every 10 minutes late.

## ENROLLMENT AGREEMENT

- I have read and agree to the enrollment eligibility information as listed above.
- I have read and agree to the financial obligations as listed above.
- I hold Westminster Preschool and Westminster Presbyterian Church harmless from any injury which may occur as my child participates in activities of Westminster Preschool and authorize the representative of the school to obtain emergency medical treatment if necessary.
- I understand all individuals who participate as a "parent helper" must pass a background check.
- I understand my child may be photographed while at Westminster Preschool or school sponsored field trips for the purposes of promoting Westminster Preschool. Names will not be used in any promotions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

### Preschool Office Use:

Date Registration Form Received: \_\_\_\_\_

Registration Fee:   Cash   Check

Class Assigned: \_\_\_\_\_

Wait List: \_\_\_\_\_

