



# CARMEL UMC

preschool

<b>Office Use Only</b>	
Date:	_____
Check #:	_____
Amount:	_____
Class:	_____
Class Section:	_____

## REGISTRATION FORM 2020-2021

### Carmel United Methodist Church Preschool

Child's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Circle One: Male Female      Birth Month/Day/Year: \_\_\_/\_\_\_/\_\_\_\_\_

Primary Language used at home if not English \_\_\_\_\_

What is your hope/goal for enrolling your child in Preschool? \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Primary Contact (Parent or Guardian) : \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Cell #: \_\_\_\_\_ Cell phone provider: \_\_\_\_\_

Employer: \_\_\_\_\_ Home/Work Phone #: \_\_\_\_\_

Parent/Guardian Main E-Mail: \_\_\_\_\_

(Please Print Clearly)

Other Parent/Guardian: \_\_\_\_\_

Relationship: \_\_\_\_\_

Cell #: \_\_\_\_\_ Cell phone provider: \_\_\_\_\_

Employer: \_\_\_\_\_ Home/Work Phone #: \_\_\_\_\_

Additional E-Mail: \_\_\_\_\_

## 2020-2021 Classes Offered:



- ◆ All classes run from **9 a.m. to 1 p.m.**
- ◆ Please indicate your class preference (1st, 2nd).

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### **BUNNIES-2 Day** (18-months old before 09/01/20)      **Monthly Tuition; \$195.00**

\_\_\_\_\_ Mon/Wed  
\_\_\_\_\_ Tues/Thurs

### **DUCKS-2 Day** (2 yrs. old by 09/01/20)      **Monthly Tuition: \$195.00**

\_\_\_\_\_ Mon/Wed  
\_\_\_\_\_ Tues/Thurs

### **LAMBS-3Day** (3 yrs. old by 01/1/21) This class is intended for our oldest 2 yr. old students who are looking for a 3 day program, and our youngest 3 yr. old students who are still not fully potty trained.

\_\_\_\_\_ Mon/Wed/Fri      **Monthly Tuition : \$250.00**

### **3 YEAR OLD** (3 yrs. old by 09/1/20) Must be potty trained

**2 Day**      **Monthly Tuition: \$195.00**

\_\_\_\_\_ Tues/Thurs

**3 Day**      **Monthly Tuition: \$250.00**

\_\_\_\_\_ Mon/Wed /Fri  
\_\_\_\_\_ Tues/Wed/Thurs

### **4 YEAR OLD** (4 yrs. old by 09/1/20)

**4 Day**      **Monthly Tuition: \$315.00**

\_\_\_\_\_ Mon/Tues/ Wed/Thurs

**5 Day**      **Monthly Tuition: \$375.00**

\_\_\_\_\_ Mon/Tues/Wed/Thurs/Fri

### **Alternative Kindergarten** (5 yrs. old by 09/1/20)

Docs: \_\_\_\_\_  
 Spreadsheet: \_\_\_\_\_  
 Shelby: \_\_\_\_\_  
 Pathway: \_\_\_\_\_  
 May 2020: \_\_\_\_\_  
 Packet: \_\_\_\_\_



**FINANCIAL and  
ENROLLMENT**

**AGREEMENT 2020-2021**

The undersigned agrees to enroll (child's name): \_\_\_\_\_  
 in **Carmel United Methodist Church Preschool** for a period of approximately nine months beginning  
 in late August or early September 2020 and ending in May 2021.

(1) Registration Fee	Paid
CUMC Members	\$20.00
Non-members	\$30.00
(2) Supply Fee	Paid
2-day programs	\$125.00
3-day programs	\$150.00
4-day programs	\$175.00
5-day programs	\$175.00

(3) Monthly Tuition	Paid
Bunnies 2-day	\$195.00
Ducks 2-day	\$195.00
3 year old 2-day	\$195.00
2/3 year old 3-day	\$250.00
4 year old and Alternative K 4-day	\$315.00
4 year old and Alternative K 5-day	\$375.00

*Please initial each section listed below, then sign and date on the reverse side.*

\_\_\_\_\_ **REGISTRATION FEE and SUPPLY FEE:** These are paid per child and both are due at the time of registration. The Registration fee(1) and Supply fee(2) are **non-refundable (unless there is not an open spot for your child/children).**

\_\_\_\_\_ In order to secure the child's placement, the May 2021 tuition(3) is due by **April 24, 2020**. **This tuition is non-refundable upon withdrawal.**

\_\_\_\_\_ **Tuition**, as set fourth in #3 will be paid whether or not the child is present for all sessions in the month. Tuition has been proportioned evenly over the school year, making each month's payment the same. If your child is out of school for illness, snow days, vacation or other reasons, tuition payment will not change.

See Reverse Side



**Financial and Enrollment**

**Agreement continued**

**2020-2021**

\_\_\_\_\_ **Tuition is due the 1st** of each month beginning with September. Payments received after the 10th of the month, on any account with an outstanding balance, will be assessed a **late fee of \$10 unless prior arrangements have been made with the Director or Admin. Coordinator.**

\_\_\_\_\_ **Checks shall be made payable to “Carmel United Methodist Church” or “CUMC.” Please note “Preschool” and your child’s name on the memo line.** All payments must be deposited in the safe in the Preschool or mailed to the church at: Carmel UMC Preschool, 621 S. Range Line Rd, Carmel IN 46032. Payments can be made via your bank’s online bill paying. Speak to your financial institute to set up.

\_\_\_\_\_ **I understand that if my account is delinquent for more than one month, I may be asked to withdraw my child until my account is made current. The school cannot guarantee a child’s spot will be held when a child is withdrawn due to non-payment of tuition.**

\_\_\_\_\_ **RETURNED CHECKS** will be processed a \$25.00 fee and will be charged to your account.

\_\_\_\_\_ In the event of **INCLEMENT WEATHER** I understand that the preschool follows Carmel Clay School system when it comes to closing or delays. A two-hour delay will result in the preschool beginning at 11:00am and ending at 2:00pm.

\_\_\_\_\_ **LATE PICKUP:** I understand that if I fail to pickup my child by the scheduled pickup time, I will be charged a late fee of \$10.00 after 3 late pickups.

\_\_\_\_\_ **ILLNESS:** I understand that I will be notified should my child become ill during the day, and that I will pick up my child promptly, I will follow the procedures outlined in the Parent Handbook for bringing my child to school following an illness.

\_\_\_\_\_ **Withdrawal Notification:** You will not be billed for the next month’s tuition if written notification of withdrawal is received in the Preschool Office by the 15th of the current month. If written notification is received after the 15th of the current month, you will be billed for the subsequent month’s tuition.

\_\_\_\_\_ **Health Record 2020-2021:** I am aware that I need to have my child seen by a physician (within the last year of the child’s birthday) and have the health record filled out with a copy of updated immunizations by October 2020.

\_\_\_\_\_ **I give permission** for photos to be taken of my child and published on social media **without name** attached.

This agreement has been read, and it is understood that this agreement is not subject to cancellation except by mutual agreement and by consent of Carmel United Methodist Church Preschool. This agreement also ensures that no special terms or privileges other than those mentioned herein have been promised.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date