



## REGISTRATION FOR 2018-19

Registration forms for the 2018-19 school year will be available in the Weekday School or church offices starting January 29, 2018. All families need to register each year for the following year. For new families to the school, we would be happy to send out additional information or set up a tour of the school for those who are interested.

**Tours are available every Wednesday and Thursday between 9:30 a.m. and 11:30 a.m.**

**Please contact us at:**

**704-366-3556**

**Stephanie Palmer: [spalmer@trinitypreschurch.org](mailto:spalmer@trinitypreschurch.org)**

Registration fees are non-refundable – except in the case of being placed on the “waiting list” if the requested class is already filled when child’s application is drawn in lottery. In this case, your child is placed on the appropriate waiting list and the registration fee will be returned to the parent.

You may return your forms by mail, or bring your forms and fees to the Weekday School Office. The registration fee must be included with the form in order to participate. A separate registration form and fee are required for each child.

**Registration forms will be processed according to the following priorities:** TPC members/staff, currently enrolled students, siblings of currently enrolled students, former Weekday School families, and new families. If there are more applicants for a class than there are spaces available, a lottery will be held. Please mark your first and second choices of class.

Priority placement for TK will be given to children who have already completed a 4-year-old class.

You will be notified via email of your registration placement. Current immunizations are required (at a later date) for your child to be enrolled.

### **Enrollment**

Class offerings are subject to change due to family/staffing needs. Class ratios and maximum number allowed are as follows:

<b>Class</b>	<b>Number of Children</b>	<b>Number of Teachers</b>
Toddlers	8	2
Twos	12	2
Threes	14	2
Fours	14	2
TK	14	2

### **Fees**

Registration Fees are \$125 per child for new, non-church member families, \$115 per child for returning, non-church member families and \$105 per child for church/staff member families. A registration fee is charged anytime during the year, regardless of when the child is enrolled. This fee is non-refundable and is separate from the monthly tuition fee. The maximum registration paid per family is \$250.

**Tuition Fees** are based on the number of days per week a child is enrolled. In order to hold your space for the following school year in our Toddler – Fours class, we require one month's tuition to be paid in advance by May 1. This advance deposit is non-refundable and will be applied to the May tuition payment at the end of the school year. If enrolling in our Transitional Kindergarten class, we require two months tuition to be paid in advance – the first payment due by April 1 and the second due by May 1. These will be applied to September and May tuition of that school year.