

PARENTS COOPERATIVE PRESCHOOL
Enrollment and Registration Agreement 2017-2018



NAME _____ POINTS _____

Enrolling my child into the Parents Cooperative Preschool, I understand the following information:

1. There is a registration fee and a deposit required. The \$35 registration fee is non-refundable and pays for our license and background checks. For a deposit refund, notify the Preschool of withdrawal by August 1, 2017. If during the year, you must withdraw, you forfeit the deposit. The deposit will be applied to May's tuition. Both registration fee and deposit must be paid in order to register.

	Registration Fee	Deposit	TOTAL
2 days a week	\$35	\$40	\$75
3 days a week	\$35	\$50	\$85

2. Tuition is due the 1st of every month or your child's first preschool day after. If payment is not received by the 12th of the month, a \$5.00 late fee will be charged, unless other arrangements are made with the Director. There will be a \$10.00 service charge for any NSF checks. We do offer ACH automatic withdrawal option for tuition payments. You will be given this form at orientation if you are interested.
3. Participating families will be assigned helper days. Please inform the director, at the time of registration, if there are special requests. It is your responsibility to find a replacement when needed. Non-participating families will pay a higher tuition in order for the school to supply snack and a sub for that day. **The fee for not showing up for a helper day is \$30.**
4. Orientation is mandatory for all new families and serves as the 2 hour in-service per state requirements for assisting in the classroom.
5. Classes will begin Tuesday, September 5, 2017. We follow the Fort Atkinson School District's calendar. Times and days of class are listed below.

All class times and tuition rates are listed below. This registration form is for our tuition-based openings only. 4K registration is done through the Fort Atkinson School District.

Class	AM/PM	Days	Times	Tuition Per Month		# of Helper Days	# of Children
				(participating)	(non-part)		
2 year old	AM	M/W	8:00-11:00am	\$100	\$120	9-10	8
2 year old	AM	T/Th	8:00-11:00am	\$100	\$120	9-10	8
2 year old	PM	M/W	11:30-1:30pm	\$65	\$80	9-10	8
3 year old	AM	M/W	8:00-11:00am	\$100	\$120	8-9	12
3 year old	AM	T/Th	8:00-11:00am	\$100	\$120	8-9	12
3 year old	PM	T/W/Th	12:00-2:30pm	\$120	\$135	10-12	12

Please fill out and sign the attached form to register. Keep this form for reference.

The following information is distributed in a directory to Parents Cooperative Preschool families only, unless you notify the preschool otherwise.

PARENTS COOPERATIVE PRESCHOOL

Enrollment and Registration Agreement

2017-2018

I have read the attached sheet and understand all the rules and policies regarding registration and joining Parents Cooperative Preschool

CHILD'S FULL NAME						
NAME TO BE CALLED IF DIFFERENT						
BIRTHDATE						
AGE ON 9-1-17						
ALLERGIES?	___NO ___YES please list:					
PARENTS NAMES						
EMAIL ADDRESS						
ADDRESS						
CITY						
MAIN PHONE #						
PARTICIPATING or NON-PARTICIPATING	___Participating ___Non-Participating					
SPECIAL REQUESTS FOR HELPER DAYS?						
DAYS/CLASS	2 Year Old AM Mon/Wed	2 Year Old AM Tues/Thur	2 Year Old PM Mon/Wed	3 Year Old AM Mon/Wed	3 Year Old AM Tues/Thurs	3 Year Old PM T/W/Th
DEPOSIT AMOUNT	\$40	\$40	\$40	\$40	\$40	\$50
REGISTRATION FEE	\$35					
TOTAL DUE	Checks can be made out to "Parents Cooperative Preschool" or "PCP"					

PARENT SIGNATURE _____

DATE _____



<p><i>For Office Use Only</i></p> <p>Registration Paid: _____</p> <p>Check/Cash: _____</p> <p>Monthly Tuition Amount: _____</p>
