PROVIDENCE CHURCH PRESCHOOL

294 Seven Farms Drive, Charleston, SC 29492
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2019-20 Registration Application

Please keep the top copies for your reference and turn in the last page with payment to register.

Registration for Providence Church Preschool (PCP)'s 2019-20 program begins on Tuesday, Jan. 22, 2019 for current PCP families. Priority placement will be given to returning students and siblings of returning students for applications received by Friday, Jan. 25, 2019. Applications from new families will be accepted beginning Monday, Jan. 28, 2019.

REGISTRATION FEES AND FORMS...No application is complete without full payment of the registration fee. *This registration fee is non-refundable and does not apply towards tuition.* The registration fee is equal to one month's tuition. This application is required to hold a spot for each child and may be hand-delivered or emailed (with payment delivered to PCP the next business day). Classes will be filled in the order in which completed applications are received.

DISCOUNTS...Families with multiple children attending PCP will receive a 10% discount on total monthly tuition; however, there is no discount on the registration fees. There is also a 10% discount given on tuition that is paid for the year in full.

SEPTEMBER 1 CUT-OFF...Your child must be the age of the class on or before September 1, 2019.

POTTY TRAINING...All children in the 3's class must be potty trained by our start date.

TUITION PAYMENTS...Tuition payments will be due no later than the **10th** of each month. Tuition is paid

ahead one month, from August through April. The first payment (for September tuition) is due no later than **August 10, 2019;** the last payment for the school year will be due by April 10, 2020. A full month's tuition payment will be charged regardless of the number of days attended that month. The late fee is $20.

IMMUNIZATION RECORDS...State law requires a record of immunization on file with PBCP. This record must be on file no later than **Sept. 30, 2019**. This record may be hand-delivered or emailed.

CALENDAR...The program year will run from Labor Day until the week of Memorial Day and will follow Berkeley County Schools' holiday schedule.

CLASS CHOICES

Toddlers (18-23 mo.)

2 days (Tues/Thurs) $180 per month
3 days (Mon/Wed/Fri) $250 per month
5 days (Mon-Fri) $385 per month

Twos
2 days (Tues/Thurs) $180 per month
3 days (Mon/Wed/Fri) $250 per month
5 days (Mon-Fri) $385 per month

Threes
2 days (Tues/Thurs) $180 per month
3 days (Mon/Wed/Fri) $250 per month
5 days (Mon-Fri) $385 per month

Fours
4 days (Mon-Thurs) $340 per month
5 days (Mon-Fri) $400 per month

Please tear off and keep the top copies of this application for your reference. To register, turn this page in to the director with payment.

Registration Information

Child's Full Name:_____ M or F   Date of Birth ___/___/___

Preferred Name or Nickname_____

Class Choice (for example: 3 day 3's) _____

Mother/Guardian Name: _____ Phone # _____

Father/Guardian Name: _____ Phone # _____

Email addresses for school communication (include both parents if preferred)

_____

_____

Street Address: _____

City, State, Zip: _____

Please completely list any special needs, allergies or health problems we should be aware of.

_____

_____

(Optional) Do you have a church affiliation? Y or N   If Yes, please describe:_____

_____

Parent Acknowledgements...please initial the following statements and sign at the bottom.

_____ I understand that the registration fee is non-refundable and must be paid in order to complete registration. No multiple sibling discounts will apply to registration fees.

_____ I understand that each of the nine (9) tuition payments is due from August 10, 2019 to April 10, 2020.

_____ I understand that a late fee of $20.00 will be added to my child's tuition if payment is not received by the 10th of the month. I understand I will be responsible for paying bank charges as well as a $35.00 fee to Providence for any returned checks.

_____ I understand that repeated and/or egregious behavior, including biting, spitting, and any other aggressive behavior may result in school expulsion.

Parent/Guardian signature _____ Date _____