



Rockville United Methodist Church

112 West Montgomery Avenue, Rockville, Maryland 20850
(301) 340-3373 | director@newdaypreschool.org

2024 - 2025 REGISTRATION FORM

Please Print

CHILD'S NAME: _____
(First) (Middle) (Last)

DATE OF BIRTH: _____ ☐ MALE ☐ FEMALE

ADDRESS: _____

☐ CURRENT STUDENT ☐ SIBLING OF CURRENT/FORMER STUDENT ☐ RUMC MEMBER

☐ NEW STUDENT Referred by _____
(Name of Referring Parent) (Name of Child)

MOTHER/GUARDIAN: _____
(First) (Last)

OCCUPATION: _____ WORK PHONE#: _____

E -MAIL ADDRESS: _____ MOBILE PHONE#: _____

FATHER/GUARDIAN: _____
(First) (Last)

OCCUPATION: _____ WORK PHONE#: _____

E -MAIL ADDRESS: _____ MOBILE PHONE#: _____

SIBLINGS: _____
(Name-First, Last) (Date of Birth) (Sex)

(Name-First, Last) (Date of Birth) (Sex)

(Name-First, Last) (Date of Birth) (Sex)

SCHEDULE OF CLASSES AND FEES

2 Year-Old Class (Must be 2 years old by September 1st, 2024)

_____ Tuesday/Thursday	\$400 per Month & Activity Fee \$ 100(one-time fee)
_____ Monday/Wednesday/Friday	\$494 per Month & Activity Fee \$ 100.00 (one-time fee)
_____ Monday to Friday	\$671 per Month & Activity Fee \$ 100.00 (one-time fee)

3 Year-Old Class (Must be 3 years old by September 1st, 2024 and toilet trained by start of school)

_____ Tuesday/Thursday	\$400 per Month & Activity Fee \$ 100.00 (one-time fee)
_____ Monday/Wednesday/Friday	\$494 per Month & Activity Fee \$ 100.00 (one-time fee)
_____ Monday to Friday	\$671 per Month & Activity Fee \$ 100.00(one-time fee)

Pre-K Class (Must be 4 years old by September 1st, 2024 and toilet trained by start of school)

_____ Monday to Friday	\$671 per Month & Field trip fee \$100.00(one-time fee)
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NEW DAY PRESCHOOL ENROLLMENT POLICIES:

- A completed **Registration Form, the Registration Fee of \$125 (Non-refundable) and Tuition for May 2025 (Non-refundable)** are required to complete the Registration process.
- NDPS does not discriminate on the basis of race, religion or national origin in the registration of children. Enrollment is granted on a first come--first serve basis with Rockville UMC members and current NDPS enrollees and their siblings given priority. Registration is then open to the general public. Waiting lists are maintained throughout the year for each age and class, and parents are contacted in order of their placement on the lists.
- In order to register for a class, the student must meet the birth date and potty-training requirements for that class. Parents may choose to enroll an older child in a younger class; but not a younger child in an older class.
- All required Medical forms (Health Inventory and Immunization) must be completed by the child's physician and in the child's folder before a child can begin attending NDP. All children, re-registering or new, must have an up-to-date Emergency Form, an "All About My Child" form, Pick Up Authorization Form, Photo Release and Email/Directory Authorization Form on file before entering NDP.

NEW DAY PRESCHOOL FINANCIAL POLICIES:

- The **Registration Fee of \$125** and **Tuition Deposit for May 2025 are Non-Refundable.**
- Tuition is determined on an annual basis and is paid monthly in 8 monthly installments beginning in September. The deposit paid at the time of Registration will be applied towards May 2025 tuition.
- Once school is in session and a child withdraws for any reason, we cannot refund May tuition. May tuition will not be applied to any other month.
- Tuition is due the 1st of the month beginning in September. For any tuition payment received after the 10th of the month, you will be charged a late fee of \$15.00.
- There will be no tuition refunds for missed days because of snow days, mandated closures, vacations or a child's illness. In order to hold a child's place in the school, tuition must be paid even if the child is sick, on a trip or absent for any other reason. If you will be out of town for an extended period, your child's tuition must be paid monthly if you wish to hold your child's place in the class.
- Late pickup fee - A late fee of \$1.00 per minute will be charged if you are more than 10 minutes late.

I have read and understand the aforementioned policies and agree to abide by them.

Signature : _____

Date : _____

Please make checks payable to: NEW DAY PRESCHOOL.

Please enclose a check to include payment of Registration Fee, One month's tuition and Activity Fee

OFFICE USE ONLY

Total Paid: _____ Check# _____ Date _____

Start Date _____ End Date _____