

St. Paul's Lutheran Preschool
7426 Idlywood Road
Falls Church, VA 22043
(703) 573-0494

Application 2018 – 2019

2.5 year olds - 2 days– 9:30 – 12:30
___ Mon/Tues (\$205) Lions

2.5 year olds – 3 days - 9:30 – 12:30
___ Wed/Thurs/Fri (\$305) Turtles

3 year olds – 2 days – 9:30 – 1:30
___ Mon/Tues (\$255) Owls

3 year olds – 3 days – 9:30-1:30
___ Wed/Thurs/Fri (\$375) Ladybugs

3 year olds – 4 days – 9:30-1:30
___ Tues/Fri (\$475) Frogs

4 year olds – 4 days - 9:30 – 1:30
___ Tues/Fri (\$475) Rainbows

4 year olds – 5 days - 9:30 – 1:30
___ Mon/Fri (\$540) Toucans

My Family is (please circle one) new, returning, church member, or alumni

Date of Birth _____ Male or Female (please circle)

Child's Full Name _____

Nickname _____

Address _____

Father's Name _____ Cell Phone _____

Employer's Name _____ Work Phone _____

Mother's Name _____ Cell Phone _____

Employer's Name _____ Work Phone _____

Mom's Email Address _____

Dad's Email Address _____

Emergency Contact:

Please list an additional person whom we can contact if you cannot be reached.

Name: _____ Phone: _____

Insurance Company Name _____ Phone: _____

For Office Use Only

Registration Fee \$75
Events Fee \$50
Deposit Amount _____

Date _____
Date _____
Date _____

Health Form _____
Proof of Birth _____
(1 Month's Tuition applied to May of 2019)

Medical Information and Release:

If a parent cannot be reached in case of a medical emergency, we authorize the preschool permission to obtain immediate medical care.

Is there any medical, developmental, or psychological information of which we should be aware? If so, please explain, indicating any professional help that your child receives or has received.

Allergies: _____ **Does your child use an Epi-Pen?** Yes _____ No _____

Does your child have an IEP? Yes _____ No _____

Are you currently working with Child Find? Yes _____ No _____

Additional Information:

Ethnicity: _____ **Language spoken at home:** _____

Religion: _____ **Church presently attending:** _____

AGREEMENTS

1. We, the undersigned, have submitted the following: - a **\$75 non-refundable registration fee** (submitted at the time of/with application) - **A non-refundable deposit (1 month's tuition)** to be applied to tuition for the month of May 2019 (due March 15, 2018 for new families, and May 15, 2018 for returning families) - **A non-refundable Events Fee of \$50** due March 15, 2018 for new families, and May 15, 2018 for returning families. We understand that the remaining 8 tuition payments are due by the 10th of each month beginning September 2018. ALL fees are non-refundable. Parents may pay fees by cash, check, or online through VANCO Services on our website, **splpreschool.org** by automatic deduction or credit card.
2. We understand that to ensure placement, **all fees/payments/forms must be submitted by the due dates. A Virginia School Entrance Health Form and copy of Birth Certificate will be submitted prior to class attendance.**
3. **Withdrawals and Tuition Refunds:** Thirty (30) days written notice must be given to St. Paul's Lutheran Preschool before withdrawing a child. Written notification of withdrawal prior to the start of school must be received by AUGUST 1, 2018 in order to receive a refund of the prepaid May tuition. NO exceptions will be made to this policy.
4. **Extended Leave Policy:** If a child takes an Extended Leave from the Preschool Program, the family is still responsible for paying all tuition fees due during the child's period of absence. These fees must be paid to hold your child's position in the Preschool. For example: If your child is gone during the months of November and December, you must pay the November and December tuition in order for your child to return to school in January. We acknowledge and accept the Withdrawal, Refund, and Extended Leave Policies stated here.
5. **We give the Preschool permission** to use photos of students in the Preschool's newsletter, advertising materials, its web site and Facebook Page.

By signing below, I acknowledge that the above information is accurate and I agree to abide by the policies of St. Paul's Lutheran Preschool.

Parent's Signature _____ **Date** _____