

**MERIDIAN STREET UNITED METHODIST CHURCH**  
**CHILDREN'S DAY IN NURSERY SCHOOL & TRADITIONAL PRESCHOOL**  
**REGISTRATION FORM--SCHOOL YEAR PROGRAM**  
*Begins in Mid-August and runs through Friday before Memorial Day (May)*

**PLEASE PRINT--Complete one form for each child. (or submit online)**

CHILD'S NAME \_\_\_\_\_ (nickname) \_\_\_\_\_ BIRTHDAY \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_ PHONE h) \_\_\_\_\_ w) \_\_\_\_\_ cell) \_\_\_\_\_

FATHER'S NAME \_\_\_\_\_ PHONE h) \_\_\_\_\_ w) \_\_\_\_\_ cell) \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIPCODE \_\_\_\_\_

Email address \_\_\_\_\_

(by providing your email you are agreeing to receive regular email communication regarding CDI \_\_\_\_\_ (initial here)

MEMBER OF MSUMC: YES \_\_\_\_\_ NO \_\_\_\_\_

SIBLING IN CDI PROGRAM: YES \_\_\_\_\_ NO \_\_\_\_\_

AGREE TO PHOTO RELEASE: YES \_\_\_\_\_ NO \_\_\_\_\_

ANY KNOWN ALLERGIES: YES \_\_\_\_\_ NO \_\_\_\_\_ (If yes, fill out FAAP)

I am enrolling my child in the following classes: \* 2 day minimum/4 day maximum\* Tuition: \$100/mo per class; Registration Fee: \$125

Lambs (9 months by 9/1)	Ducklings (18 months by 9/1)	Teddy Bears (2 years by 9/1)	Butterflies (33 months by 9/1)
<input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday Minimum enrollment =4	<input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday Minimum enrollment =6	<input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday Minimum enrollment =8	<input type="radio"/> Tuesday <input type="radio"/> Wednesday <input type="radio"/> Thursday <input type="radio"/> Friday Minimum enrollment =10

I am enrolling my child in the following class(es): Tuition: \$356/mo; Registration Fee: \$125; Fun Friday: +\$100/mo

Orange Fish (3 by 9/1)	Green Frogs (4 by 9/1)
<input type="radio"/> Tuesday, Wednesday, Thursday <b>Must be confidently &amp; independently potty trained</b> <input type="radio"/> Fun Friday (optional- additional \$100/mo)	<input type="radio"/> Tuesday, Wednesday, Thursday <b>4+ or 5 and not yet ready for Kindergarten</b> <input type="radio"/> Fun Friday (optional- additional \$100/mo)

**\*must be enrolled in Orange Fish or Green Frogs to attend Fun Friday \*minimum enrollment= 12 for all preschool classes**

Registration is on a first come first serve basis. Once a class has filled a wait list will be formed. Forms from current families and church members will be accepted starting the first day after winter break. New families may begin registering on February 1<sup>st</sup>. All class placements are at the discretion of the director.

A NON-REFUNDABLE, NON-TRANSFERABLE registration fee as noted above per child needs to accompany this form to reserve your position in the School Year session until June 1. At that time, a NON-REFUNDABLE & NON- TRANSFERABLE advance payment of one month's tuition will be due June 15. After this date, all unsecured positions will be released to the next person on our waiting list. This advance payment will be credited to your account as tuition for August. All prepaid tuition payments are NON-REFUNDABLE & NON- TRANSFERABLE unless you are moving from Marion County or the contiguous counties. Minimum enrollment is required for each class to be offered. Registration is on a first come first serve basis.

**PLEASE SIGN AND DATE PARENT CONTRACT ON THE BACK OF THIS FORM**

## CHILDREN'S DAY IN -PARENT CONTRACT SCHOOL YEAR PROGRAMS

I agree to comply with the policies and procedures of Meridian Street United Methodist Church's Children's Day In Program as set forth in the Children's Day In Parent Handbook. In summary, these policies are as follows:

### CDI Fees

A *non-refundable, non-transferable* registration fee must accompany this completed registration form for each child. August tuition is due by June 15. If payments are not received by these dates, unsecured positions will be released to the next person on our waiting list. All prepaid tuition payments are *non-refundable & non-transferable* unless moving from Marion County or the contiguous counties. If you are registering after any of the above due dates, any previously due payments must be made in full upon registration. Registration is on a first come first serve basis.

### Tuition Policies

1. All registration fees and tuition paid in advance are *non-refundable and non-transferable* unless moving out of Marion County and the contiguous counties.
2. August tuition will be billed on June 1st with payment due on June 15th. After this date, all unsecured positions will be released to the next person on our waiting list. All other monthly tuition payments will be billed on the 15<sup>th</sup> of the month with payment due by the 1st of the month. A \$5.00 late tuition fee is added per child after the 1st of the month for the first late payment and the late fee increases with each late payment.
3. If you are unable to pay your tuition, please contact the CDI office to work out a payment plan. If you are unable to work out or honor a payment plan we will have to ask you to leave the program.
4. There will be a \$25 charge on all returned checks, payable in cash or a certified check.
5. Tuition checks should be made payable to CDI and brought or mailed to the CDI office at Meridian Street.
6. No refunds will be made if the school is closed due to unavoidable circumstances such as bad weather or building maintenance problems.
7. Thirty days written notice is required for a child's withdrawal from the program. Parents are responsible for the entire amount of tuition through the thirty day period.
8. Parents will be assessed a late pick-up fee of \$1.00 per child for every minute a child is left past dismissal time.

### School Year Tuition and Fees

Class	Days	Reg Fee	Monthly Tuition
Preschool	3 days/week	\$125	\$356
	+optional Fun Friday		\$100
Nursery school	2 days/week	\$125	\$200
	3 days/week	\$125	\$300
	4 days/week	\$125	\$400

### Absences

I understand that if my child is absent from the program for illness or other reasons, I will continue to pay tuition unless he/she is formally withdrawn.

### Health

I agree that my child will be in good health and free of communicable diseases each day he/she participates and will have the necessary immunizations or required waivers. Please refer to the State Board of Health guidelines outlined in the CDI Parent Handbook.

### Refunds

I understand no refunds will be given for program cancellations.

### Illness or Injury

In the event of serious illness or accident as determined by the Director or other personnel designated by the Director, I understand that an ambulance will be summoned to transport the child to a medical facility. I agree to assume the responsibility for any and all costs incurred for the ambulance service and/or emergency medical care provided.

Date \_\_\_\_\_

Signed \_\_\_\_\_

(Parent or Guardian)