



Peace Christian Preschool
December, 2009

Dear Parents,

Registration for the 2010-2011 preschool year will begin on January 1, 2010, for members of Peace Lutheran Church and for families of children currently enrolled in Peace Christian Preschool. Registration opens January 15 for members of the community at large.

Children who wish to attend preschool beginning in September, 2010, must be three years old by December 31, 2010, and must be toilet trained.

Registration form, immunization record and check must be sent at the same time. Please note that your child's completed immunization record must accompany his/her registration form, *even if your child is currently enrolled*. (Teachers are happy to make a copy if you need one.) If there are changes to this record before preschool begins in September, please send an updated form to the preschool.

Please note that our 5 day class will be meeting in the mornings next year, as requested by parents. We are pleased to be able to offer it at this time. Also, we plan to have 2- 2 day afternoon classes. If registration numbers dictate having only one class, we will notify you as soon as possible.

To complete the registration process: Registration form, immunization record, and check for registration fee (made payable to Peace Christian Preschool,) must be mailed to our registrar, Mrs. Connie Tanner. No registration forms will be accepted at preschool. All registration forms must be postmarked January 1, 2010, or later. Those postmarked earlier will be returned unopened to the sender. Registration forms for members of the community at large will be accepted after January 15, 2010.

Mrs. Tanner will receive your form, immunization record and check, will register your child for the class you have indicated, and will send you a confirmation in the mail. Incomplete packages (such as one lacking immunization record or check) will be held by Mrs. Tanner until complete. The child cannot be registered in any class until all three items are received.

Nine monthly tuition payments will be due. The May 2011 payment is due before school starts. For those students registering prior to June 1st, this first tuition payment is due no later than June 5th. Subsequent payments will be due monthly by the 5th beginning in September through April. If the first payment is not received by June 5th, the child will be removed from the class and that space will be filled with someone from the waiting list, if one exists. The child who was removed will be added to the bottom of the waiting list and can be put back in a class if their name reaches the top and payment is made according to the payment policy. They would not need to pay another registration fee.

For those students registering after June 1st but before school begins, the first tuition payment will be due at registration. For those students registering after the school year begins, the registration and current month's tuition is due at the time of registration. The following month, two tuition payments will be due so that total payment for the year can be completed in April.

Parents may pay by the year or by the semester, if they prefer.

It is hard to believe we are talking about the 2010-2011 school year already! We hope you have a joyous Christmas, centered on the birth of our Savior, Jesus Christ!

Board of Directors
Peace Christian Preschool
775-PLAY (775-7529)