

Meredith Drive Preschool Registration Process 2010-11

General registration for the 2010-11 school year begins December 1, 2009 and continues until all classes are full. Beginning Dec. 1 at 8:00 a.m. you may call the preschool director Lori Belknap (276-4901 ex.216) or e mail her: loribelknap@meredithdrive.org. In your voicemail or e mail please include the following information:

- your name and phone number
- your child's name and birth date

Based on when you call or e mail, you are given an internal registration number. This number functions as your virtual place in line for up to two weeks during which you can either bring in or mail in your registration form and fee. If you choose to turn in your paperwork later, after two weeks your original number will no longer be valid and you will need to get a new one. Our goal is to avoid the need to form long lines in person and to make this process as fair, smooth and convenient as possible for everyone. ☺

If you have not seen our preschool before and would like to arrange a visit for a tour, please contact us and we would be glad to arrange that!

In summary, here are the simple steps :

1. Call or e mail us any time after 8:00 a.m. on Dec. 1 to secure your virtual place in line. We will return your call or e mail to confirm our receipt of your initial information.
2. Print off the Registration Form from our website, (www.meredithdrive.org) or we can mail you one if you prefer. Then either mail in or drop off within two weeks of your initial contact. Please attach a check, *payable to Meredith Drive Preschool*, for \$60.00. This is nonrefundable and covers the \$30 enrollment fee and \$30 towards the first month's tuition. If mailing, please use this address:
Meredith Drive Preschool
5128 Meredith Drive
Des Moines, IA 50310
3. We will mail you the class placement details before Christmas. For those enrolled, more information will be sent in early May 2010 regarding:
 - Current medical exams and immunization forms are required for all children by May 15. Both are available on our website if you have a well check appointment before then and would like to take the forms along.
 - The balance of September 2010's tuition will be due by May 15.
 - Important dates for upcoming the school year.

Thank you for inquiring about enrolling your child at Meredith Drive Preschool!