

**MERIDIAN STREET UNITED METHODIST CHURCH  
 CHILDREN'S DAY IN NURSERY SCHOOL  
 REGISTRATION FORM  
 2010-2011 SCHOOL YEAR PROGRAM**

*Begins the week after Labor Day and ends the Friday before Memorial Day*

PLEASE PRINT--Complete one form for each child.

CHILD'S NAME \_\_\_\_\_ BIRTHDAY \_\_\_\_\_

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

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

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

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

MEMBER OF MSUMC:      YES \_\_\_\_\_ NO \_\_\_\_\_  
 CDI ALUMNI:              YES \_\_\_\_\_ NO \_\_\_\_\_  
 SIBLING IN CDI PROGRAM: YES \_\_\_\_\_ NO \_\_\_\_\_

*I am enrolling my child in the following class(es): \*\*3Day Maximum\*\* (all classes are 9-2:30) Tuition: \$96/month per class*

<u>Lambs (9 months by 9/1)</u>	<u>Ducklings (18 months by 9/1)</u>	<u>Teddy Bears (2 years by 9/1)</u>
___ Monday	___ Monday	___ Monday
___ Tuesday	___ Tuesday	___ Tuesday
___ Wednesday	___ Wednesday	___ Wednesday
___ Thursday	___ Thursday	___ Thursday
___ Friday	___ Friday	___ Friday

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 at 9AM on the second Monday after winter break. New families may begin registering on the first Monday in February again, at 9AM.

A **NON-REFUNDABLE, NON-TRANSFERABLE registration fee of \$75.00 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 September. 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**

**MERIDIAN STREET UNITED METHODIST CHURCH  
CHILDREN'S DAY IN PRESCHOOL  
REGISTRATION FORM  
2010-2011 SCHOOL YEAR PROGRAM**

*Begins the week after Labor Day and ends the Friday before Memorial Day*

PLEASE PRINT

Complete one form for each child.

CHILD'S NAME \_\_\_\_\_ BIRTHDAY \_\_\_\_\_

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

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

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

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

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

CDI ALUMNI: YES \_\_\_\_\_ NO \_\_\_\_\_

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

I am enrolling my child in the following class: (all classes are 9-2:30) **\*\* please note first and second preference\*\***

**3'S PRESCHOOL** (must be 3 by 9/1) Registration fee \$100 Tuition \$240 month

\_\_\_\_\_ Monday and Wednesday \_\_\_\_\_ Tuesday and Thursday

**4's PRESCHOOL** (must be 4 by 9/1) Registration fee \$125 Tuition \$356 month

\_\_\_\_\_ Monday, Wednesday and Friday \_\_\_\_\_ Tuesday, Thursday and Friday

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 at 9AM on the second Monday after winter break. New families may begin registering on the first Monday in February again, at 9AM.

A NON-REFUNDABLE, NON-TRANSFERABLE registration fee 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 September. 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. September tuition is due by June 15<sup>th</sup>. 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. September 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 MSUMC-CDI and brought or mailed to the CDI office at MSUMC.
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 (Labor Day through Memorial Day)

Class	Days	Reg. Fee	Monthly Tuition
3's Preschool	2 days/week	\$100	\$240
4's Preschool	3 days/week	\$125	\$356
Nursery school	1 day/week	\$75	\$96
	2 days/week	\$75	\$192
	3 days/week	\$75	\$288

### 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)