

**Canton First United Methodist Church Preschool Enrollment Agreement for 2022 – 2023**

**FAMILY INFORMATION:**

Child's age as of September 1, 2022 \_\_\_\_\_

Child's Full name \_\_\_\_\_

Name called \_\_\_\_\_ \*DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex (circle): M F

Child's Primary address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Father's First & Last name \_\_\_\_\_ Father's Email Address \_\_\_\_\_

Address (if different from above) \_\_\_\_\_

Cell Ph (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work or Other Ph (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Employer \_\_\_\_\_

Mother's First & Last name \_\_\_\_\_ Mother's Email Address \_\_\_\_\_

Address (if different from above) \_\_\_\_\_

Cell Ph (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work or Other Ph (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Employer \_\_\_\_\_

**\* Child must be of age by September 1<sup>st</sup> for the class they are entering. Children entering 3-year-old classes should be fully potty trained. Children entering Young Fives must be 5 by December 31<sup>st</sup>.**

**CHILD'S HEALTH INFORMATION:**

Please list any allergies or medical conditions your child may have \_\_\_\_\_

Please list any medications your child takes regularly \_\_\_\_\_

Does your child have any special needs or receive any resource help? \*\* Please specify \_\_\_\_\_

**\*\*CFUMC Preschool may be limited in professional staff prepared & trained to give assistance to students with specific learning disabilities, emotional disturbances, special needs, hyperactive behavior or severe visual/hearing impairments. Please state any difficulties of which we should be aware of.** \_\_\_\_\_

Pediatrician's name and phone number \_\_\_\_\_

**A current Certificate of Immunization Form 3231 must be on file before your child enters the Program.**

**RELIGIOUS INFORMATION:**

What church do you attend? \_\_\_\_\_ Are you a member? \_\_\_\_\_

The preschool is a ministry of Canton First United Methodist Church. Bible concepts will be integrated into our learning themes & curriculum through songs, Chapel, Bible stories, centers & other developmentally appropriate activities. Do you support this? \_\_\_\_\_

**OTHER INFORMATION:**

List all schools the applying child has attended with dates \_\_\_\_\_

Does the applying child have any siblings that currently attend or are applying to CFUMC Preschool? Please list

name(s) and age(s) \_\_\_\_\_

What is your preference of age level offered class days? 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_

Are there any family situations or special concerns that we should know in order to best care for your child? \_\_\_\_\_

How were you referred to this program? \_\_\_\_\_

**For Office Use Only:** Current Student/Sibling \_\_\_\_\_ Church Member \_\_\_\_\_ Community \_\_\_\_\_

Registration Fee: \_\_\_\_\_ Ck.# \_\_\_\_\_ Date Received \_\_\_\_\_ Time \_\_\_\_\_ Staff Initials \_\_\_\_\_

Days \_\_\_\_\_ Monthly Tuition \_\_\_\_\_ Postcard Mailed \_\_\_\_\_

Other \_\_\_\_\_

## Preschool Enrollment Policies for 2022 – 2023

Registration forms and fees will be accepted for currently enrolled children and their siblings beginning January 24, 2022, for CFUMC members beginning January 26, 2022, and for the General Public beginning January 31, 2022. Once open enrollment begins, registration will be on a first-come, first-serve basis. All children not enrolled will be placed on a waiting list to fill vacancies as they occur.

To enroll your child, this completed enrollment agreement form and a check for the Registration Fee should be returned to the Preschool Office. The Registration Fee is equivalent to one month's tuition of the class your child will attend in the school year. However, the registration fee does NOT replace nor count towards August tuition. Families registering more than one child in the Preschool will have the lesser of the two registration fees waived.

Requests for specific class days will be considered. Please list your first and second choice of days on the front of this application. Class rosters will be determined based on gender ratio, birth date, and overall best interest of the classroom. You will receive confirmation in writing regarding your child's class placement. Specific teacher requests cannot be guaranteed. Children and teachers will be assigned to individual classes later in the summer. Class placement of all preschool children is left to the discretion of the Director and the Preschool Administrative Staff.

Upon acceptance of this completed enrollment agreement and the registration fee in the amount of one month's tuition, a confirmation postcard will be sent to you assuring your child a place in our program through the first day of the school year. If the student will not be present on the first day of school, it is the parent/guardian's responsibility to notify the school prior to that date or it will be assumed that the student will not be attending and the next student on the waiting list may fill his/her place.

It is assumed you are enrolling your child for the entire Preschool year. As a result, teacher contracts and budgets are set accordingly. If for any reason you wish to withdraw your child from the Preschool program after submitting your application and Registration Fee, you may do so in writing by May 31, 2022. Your Registration Fee will be refunded less a \$50 Administrative and Processing Fee. After May 31, 2022, the Registration Fee is non-refundable.

### Tuition Policies

Tuition is due on the first of the month, August through April and is considered late after the 10<sup>th</sup>. August tuition pays for ½ of August and ½ of May tuition. Children enrolled after September will be responsible for a pro-rated May tuition payment. Parents may pay the entire year in advance by calculating the product of the monthly tuition amount by nine months.

Preschool hours will be from 9:00 am to 12:00 noon and 9:00 am to 1:00 pm for the Young Fives Class each preschool day per week, except for Friday, Saturday, Sunday and the holidays and closings included in the Cherokee County School Calendar.

Responsibility for the timely payment of tuition will be that of the parent or guardian who signs this enrollment agreement. If the parent or guardian sees that the tuition or fees cannot be paid on time, he or she has the responsibility to make acceptable arrangements for the delayed payment with the Director BEFORE the payment is due.

A late fee of \$10 will be charged for payments made after the tenth of the month. No refunds will be made for absences. Failure to pay tuition for two months of Preschool is reason for dismissal from this Program.

**I have read the above Enrollment and Tuition Information and agree to abide by these policies.**

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Canton First United Methodist Church Preschool**  
***A Certified Preschool Program of Excellence for Young Children***  
**930 Lower Scott Mill Road, Canton, Georgia, 30115**  
**770-720-3225(phone) 678-880-0192 (fax)**  
**[www.cantonfirstumc.org/welcome-to-cfumc-preschool](http://www.cantonfirstumc.org/welcome-to-cfumc-preschool)**