**TPC Preschool Cottage**

***2019-2020 Preschool Enrollment Information***

All current families may enroll if your account is up to date. If your account is not in good standing, you will have to pay the amount due before you can enroll and/or enroll a new sibling.

We will begin enrollment on Monday, February 4th.

Attached are the necessary forms to complete. Bring your completed enrollment form and cash or check (payable to Tuskawilla Presbyterian Church) to the school office. All enrollment forms will be reviewed in the following order:

* Church Members
* Returning Student
* Sibling(s) of Student
* Former Student
* Sibling(s) of Former Student
* Community Members

***Enrollment Information***

When filling out the enrollment form, please indicate your first and second choice. This is not a guarantee of particular class placement or desired number of days. While every effort will be made to place your child in your first choice we cannot guarantee class placement. Each child will be placed in a class according to (but not necessarily in this order):

* Birth Date
* Gender
* Teacher Recommendation

Please know that we do honor teacher requests for a family when an older sibling and the teacher have had a positive experience together. However, requests for placement with friends or a particular teacher is honored only if everything in the puzzle fits together (number of boys vs. girls, birth dates, basic fit of teacher with child/parent, basic fit of the children in the class). All placements are very carefully discussed between the teachers and me. We spend many hours going over class lists to ensure that each child has the best fit for him/her. All possible attempts are made to coordinate siblings for attendance days, program days, etc.

If you are enrolling a VPK student and choose our VPK Only option, (where all fees are paid by the state), you are unable to request a specific teacher. There will be one VPK Only class with 13 students, Monday – Thursday 9 a.m. – 1 p.m.

**I will notify you of your child’s placement (class and days attending) before the end of this school year or earlier if possible. Please note that you will be notified who the teacher is in your welcome letter/packet? Which will arrive in late June.**

If you are a TPC church member you will receive a 10% discount on tuition for 1, 2 or 3-year-old classes. There is no discount for VPK Supplemental Fee monthly payments. A TPC church member is defined as a person/family who is an active, worshipping, pledging participant in the church.

***Enrollment Fees***

***These fees are due at the time of enrollment and are non-refundable.***

**One Time Enrollment fee for the 2019-2020 school year**:

1-year-old 2 days $247.00

 3 days $277.00

 4 days $292.00

2-year-old 2 days $267.00

 3 days $297.00

 4 days $312.00

3-year-old 3 days $297.00

 4 days $312.00

 5 days $337.00

VPK

Only 4 days $ 0.00

VPK 3 days $237.00

Supplemental 4 days $237.00

Fee 5 days $237.00

Non-VPK 4 days $312.00

 5 days $337.00

**Tuition**: Tuition is yearly, not monthly, and is divided into ten equal payments (August 1 through May 1) and is the same regardless of the number of days your child attends.

**Classes**: All classes and days offered will be determined in accordance with the needs of the families that we serve. Classes will only operate if there are nine children enrolled. We will offer the following classes:

**Age by Sept. 1:** **Monthly Payment** **Church Member**

**1-year-old** 2 days $216.00 $194.00

 3 days $272.00 $245.00

 4 days $305.00 $274.00

**2-year-old** 2 days $216.00 $194.00

 3 days $272.00 $245.00

 4 days $305.00 $274.00

**3-year-old** 3 days $268.00 $241.00

 4 days $305.00 $274.00

 5 days $352.00 $317.00

**Transitional 3’s** 4 days $305.00 $274.00

(putting off VPK for one year)

**VPK** 4 days $ 0.00\* $ 0.00\*

**Only** 5 days $ 0.00\* $ 0.00\*

**VPK**  4 days $120.00\* $120.00\*

**Supplemental** 5 days $140.00\* $140.00\*

**Fee**

**Non-VPK** 4 days $305.00 $274.00

**4-year-old** 5 days $352.00 $317.00

**TK** 5 days $352.00 $317.00

Additional Registration Information:

* **VPK Option 1** 5 day Free VPK Monday – Friday, 9 a.m. – 12:45 p.m., August 12, 2019 through April 6, 2020. Class of 11 students with 1 teacher. There is no option to remain for the full school year.
* **VPK Option 2** 5 day VPK Monday – Friday, 9 a.m. – 12:45 p.m. with extension of day until 1:30 p.m., August 12, 2019 through May 21, 2020. Class of 13 or 16 students with 2 teachers. This class adds time to the school day and offers two teachers. There is a fee of $237.00 due at sign up, and a fee of 140.00 per month, August-May.
* **VPK Option 3** 4 day Free VPK Monday – Thursday, 9 a.m. – 1 p.m., August 12, 2019 through May 6, 2020. Class of 11 students with 1 teacher. There is no option to remain for the full school year.
* **VPK Option 4** 4 day VPK Monday – Thursday, 9 a.m. – 12:45 p.m. with extension of day until 1:30 p.m., August 12, 2019 through May 21, 2020, Class of 13 or 16 with 2 teachers. This class adds time to the school day and offers two teachers. There is a fee of $237.00 due at sign up, and a fee of $140.00 per month, August-May.
* Early Care is available daily from 8:00 a.m. – 9:00 a.m. for a fee of $6.00 per day.
* Optional Extended Day is available Monday – Thursday from 1:00 – 2:00 p.m. for an additional fee of $6.00 per day, or 1:00 – 3:00 p.m. for an additional fee of $13.00 per day.
* Children attending an after school enrichment class are not charged for the first hour of Extended Day. There will be a $6.00 fee if they stay until 3:00 p.m.

Please see the Preschool Director if you would like some help in determining how many days would be beneficial for your child to attend or if you need recommendations or suggestions about what class might fit the needs of your child.