



Christ Church Episcopal Preschool *Enrollment Form 2018-2019*

Office Use Only

Date & Time Received: _____

Received by: _____

Payment: \$ _____

Check: # _____

Date _____

Child (Proper Name) _____ Gender _____

Name Child Goes By _____ Birth Date _____

Parent 1 (Guardian) _____ Parent 2 (Guardian) _____

1st E-Mail _____ 2nd E-Mail _____
(Required) (Optional)

Parent 1 Cell # & Carrier _____ Parent 2 Cell # & Carrier _____

Parent 1 Employer _____ Parent 2 Employer _____

Occupation _____ Occupation _____

Parent 1 Work Phone _____ Parent 2 Work Phone _____

Address _____

Emergency Contacts: _____

Days Preferred-Circle One: Hours: (9am – 1pm through K4 and 9am-2:30pm for K5)

0-12 mos. on 9/1/17	Infants	M-F (\$579)	MWF (\$410)	T/TH (\$300)
12-18 mos. on 9/1/17	Young Toddlers	M-F (\$579)	MWF (\$410)	T/TH (\$300)
18-24 mos. on 9/1/17	Older Toddlers	M-F (\$579)	MWF (\$410)	T/TH (\$300)
2 yrs. before 9/1/17	K2	M-F (\$516)	MWF (\$363)	T/TH (\$271)
3 yrs. before 9/1/17	K3	M-F (\$516)	MWF (\$363)	T/TH (\$271)
4 yrs. before 9/1/17	K4	M-F (\$516)		
5 yrs. before 9/1/17	K5	M-F (\$658)		

Do you plan to use early stay? Y N Do you plan to use late stay? Y N (\$5.00 per hour)

The enrollment fee for the 2018-2019 school year is \$200.00 for each child. Please make sure your check, made out to CCEP, accompanies the Enrollment Form.

Enrollment fees are NON-REFUNDABLE and do not count towards tuition.

A space at CCEP is not guaranteed until the enrollment form and fees have been received and approved by the Director. Registration will be handled in accordance to the CCEP enrollment policy; however, special circumstances may be taken under consideration and are subject to Director's discretion. We will make every effort to honor all families' desired days of attendance. Spaces will be filled according to priority guidelines listed in the CCEP Directory of Information and on a first come, first serve basis.

Enrollment Policy as stated in the CCEP Parent Handbook:

Enrollment for the fall begins in January for the upcoming school year and currently enrolled children are given first opportunity for space. Remaining spaces are filled from our waiting list. September 1st is the birthday cut-off date used to decide which class a child is eligible for. Children are enrolled into CCEP by priority order following the protocol as listed:

1. Students currently enrolled at CCEP.
2. Children of: CCEP staff and Christ Church staff.
3. Siblings of students currently enrolled at CCEP
4. Children of CCES staff members who are also Christ Church members.
5. Children of Christ Church members in good standing
6. Siblings of CCEP Alumni.
7. Children of CCES staff, non-Christ Church members.
8. General public.

The process continues until all vacancies are filled. A \$200 nonrefundable registration fee is required at that time.

Christ Church Episcopal Preschool does not discriminate on the basis of race/ethnicity, color, national origin, or gender, in the administration of its educational programs or admissions policies.
