



Westwood UMC Preschool
3460 Epworth Avenue, Cincinnati, OH 45211
Allison Phillips, Director
E-mail: preschool@westwoodunitedmethodist.org
Phone: 661-1166

Registration/Activity Fee: \$75.00 per Family (Non-Refundable)

FRIDAY TWINKLING STARS

10 Children & 2 Teachers (May be in diapers)
2 years old (must be 2 by 9-1-18)
Fridays
Yearly Tuition: \$540.00 (\$60 monthly)



TWINKLING STARS

10 Children & 2 Teachers (May be in diapers)
2 years old (must be 2 by 3-31-18)
Wednesdays & Thursdays
Yearly Tuition: \$1,170 (\$130 monthly)

BUTTERFLIES II

12 Children & 2 Teachers
3 years old (must be 3 by 9-30-18)
Monday & Tuesday
Yearly Tuition: \$1,170 (\$130 monthly)



BUTTERFLIES III

14 Children & 2 Teachers
3 years old (must be 3 by 6-30-18)
Wednesday, Thursday & Friday
Yearly Tuition: \$1,440 (\$160 monthly)

BUMBLEBEES

14 Children & 2 Teachers
4 years old (must be 4 by 9-30-18)
Monday, Tuesday, Wednesday & Thursday
Yearly Tuition: \$1,710 (\$190 monthly)



FROGS

20 Children & 2 Teachers
4 yr. olds (must be 4 by 6-30-18)
Monday, Tuesday, Wednesday & Thursday
Yearly Tuition: \$1,710 (\$190 monthly)



FRIDAY ENRICHMENT PROGRAM – Open to Bumblebee & Frog Students

15 Children & 2 Teachers
Yearly Tuition: \$360.00 (\$40.00 monthly)

Program Information

- All class times are 9:00am – 12:00pm.
- Children in the Friday Stars & Twinkling Stars do not need to be potty-trained.
- We prefer that children in all other classes are potty-trained. Please contact us if you have any questions regarding this preference.

Payment Information

- **Registration:** Registration will be completed on a first-come basis. The \$75 registration fee (per family) must be paid upon registration for official enrollment.
- **Tuition Schedule:**
 - Payment in Full: There is a 5% discount for families who pay tuition in full by the beginning of the school year.
 - Tuition Payment Plan: If you choose to pay your child's tuition on a monthly basis, payments are due on the 1st business day of the month (September – May), unless discussed with Miss Allison.
 - Families with more than one child at the preschool receive \$20 per additional child.
- **Late Fee:** There will be a \$10 late fee assessed to all late payments. There is a 5-day grace period before a late fee is assessed.
- **Tuition Payments:** Payments can be made by cash, check or money order. Please make checks out to WUMC Preschool. We do not accept credit cards.
- **Tuition Drop Box:** Tuition should be dropped in the tuition payment drop box located on the wall in the Trolley Room.
- **Scholarships:** Partial scholarship applications are available upon request. All arrangements are confidential.

Please Note

- The Preschool operates as a nonprofit center and makes every effort to keep tuition costs to a minimum.
- Westwood United Methodist Church Preschool is **licensed** by the State of Ohio, with a Food Service License and therefore, meets its more stringent health and safety requirements.

WESTWOOD UNITED METHODIST CHURCH PRESCHOOL CONTRACT AND REGISTRATION

The undersigned parents (or guardians) hereby register their child for the school year **2018 - 2019** in the Westwood United Methodist Church Preschool. We agree to pay \$_____ tuition, plus a **\$75 non-refundable deposit/registration fee** per family, which must accompany this form. We understand and agree that due to the terms and conditions of enrollment listed below, refunds of tuition will not be made.

Child's Full Name: _____ Birth Date: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Mother's Name (or Guardian): _____

Cell Phone: _____ Email Address: _____

Father's Name (or Guardian): _____

Cell Phone: _____ Email Address: _____

Previous Preschool Experience: _____

Special Concerns: _____

Class Choice:

| Class name | Days | Time | Tuition | Class Selection |
|-----------------------------------|------------------------------|------------|------------|-----------------|
| Friday Stars | Friday | 9:00-12:00 | \$540.00 | |
| Twinkling Stars | Wednesday & Thursday | 9:00-12:00 | \$1,170.00 | |
| Butterflies II | Monday & Tuesday | 9:00-12:00 | \$1,170.00 | |
| Butterflies III | Wednesday, Thursday & Friday | 9:00-12:00 | \$1,440.00 | |
| Bumblebees | Monday - Thursday | 9:00-12:00 | \$1,710.00 | |
| Frogs | Monday - Thursday | 9:00-12:00 | \$1,710.00 | |
| Friday Frogs (Enrichment Program) | Friday | 9:00-12:00 | \$360.00 | |

TERMS AND CONDITIONS OF ENROLLMENT

Please read carefully: Our school operates as a Non-profit Ministry of WUMC, with fixed costs. Therefore, if your child is withdrawn for any reason after having been enrolled, you are liable for the full tuition, for the entire year, unless a replacement student is found.

The school will attempt to secure such replacement, but cannot guarantee it. Refund will be made from the date of replacement. Parents **will not** be reimbursed due to Preschool closings, e.g. snow days, facility problems. Make-up days will be at the discretion of the Preschool Board of Directors. **No refunds** will be made because of absence due to quarantine regulations affecting your child and/or the group. Westwood Preschool reserves the right to terminate any child who does not adjust to our program or that the teacher and Director feel would be better served in another educational environment. Tuition will be pro-rated, and a refund made if this is applicable. We, the undersigned, agree to the above terms.

Mother _____ Father _____ Date _____

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|----------------------|-----------------------|-------|------|
| For office use only: | Date of registration: | Chk#: | Amt: |
|----------------------|-----------------------|-------|------|

