

Parkwood Weekday Early Education (WEE) Center Enrollment Application 2017-18

Complete this form and return it to an administrator with a **\$100 nonrefundable** payment.

Child's Full Name (Last, First, MI):			
Nickname:		Sex (Circle): Male Female	Child's Date of Birth:
Does Child Live With Both Parents? Yes NO		If No, Which Parent does Child Reside With?	
Child's Street Address:			
City:		State:	Zip Code:
Mom's Name (Last, First):		Mom's Email:	
Mom's Home Phone:	Mom's Cell Phone:	Mom's Work Phone:	
Dad's Name (Last, First):		Dad's Email:	
Dad's Home Phone: (If different):	Dad's Cell Phone:	Dad's Work Phone:	
How Did You Hear About The WEE Center:			

Monthly Tuition: 2-day \$250 3-day \$310 4-day \$375 5-day \$415

Age as of 9/30/2017 Indicate 1st and 2nd choice option for your child

Students do not need to be potty-trained for the following classes						
15 mos. Old	___ 2-Day	Wednesday & Friday				
2 Years Old	___ 2-Day	Tuesday & Thursday	___ 3-Day	Monday, Tuesday, Thursday		
2 ½ - 3 ½ Years Old	___ 2-Day	Tuesday & Thursday	___ 3-Day	Monday, Tuesday, Thursday		
	___ 2-Day	Wednesday & Friday	___ 3-Day	Monday, Wednesday, Friday		
Students must be potty-trained for the following classes						
3 Years Old	___ 3-Day	Tuesday - Thursday	___ 4-Day	Tuesday - Friday	___ 5-Day	Monday - Friday
4 Years Old	___ 3-Day	Tuesday - Thursday	___ 4-Day	Tuesday - Friday	___ 5-Day	Monday - Friday

Monday classes will be mixed age.

****Classes that are under enrolled may be combined or cancelled**

Fees

Registration Fee: \$100

This fee is due at time of enrollment and is non-refundable.

Supply/Activity Fee: (once annually) \$135 2-day program \$165 4-day program
Due at Orientation (September, 2017). \$150 3-day program \$180 5-day program
Covers daily snacks, in-house field trips & art supplies.

Tuition Deposit: (once annually) one payment

Due on June 1, 2017

Will be applied to your final installment in May 2018

Tuition: \$250 2-day program

Annual Tuition is based on the total number of weeks in \$310 3-day program

the school year. This amount is then divided into nine \$375 4-day program

equal payments. Payment is due the first class of each \$415 5-day program

month, September - April.

Payment Policies and Due Dates

Please make all checks payable to **Parkwood Baptist WEE Center**. Write the child's name and what the check is for in the memo line.

Late Payment Fee - A \$15 late fee will be assessed on Tuition payments received after the first week of each month.

Returned Check Fee - All returned checks are subject to a fee of \$25.00.

Withdrawals – Any withdrawals between September 1, 2017 and February 28, 2018 require a 30 day written notice to receive a refund of your tuition deposit. Deposits will not be refunded for any withdrawals on or after March 1, 2018.

Additional Forms Required and Due Dates

June 1, 2017

Birth Certificate (for new students)

Student Information Form

Policy and Permission Form

September 1, 2017

Commonwealth of Virginia School Entrance Health Form

(form must be filled out by the parent and doctor

after June 1, 2017 and before starting school)

I agree to follow all payment policies and due dates of the WEE Center. I understand that I must give **written notice 30 days in advance** to make any changes.

Parent Signature:

Date:

For Office Use Only:

Received By:

Date: