

Thrive Preschool
Re-Enrollment Application
Grades Preschool 3 – TK

“In Christ are hidden all the treasures of wisdom and knowledge.” Colossians 2:3

REGISTRATION INSTRUCTIONS FOR RETURNING STUDENTS

Re-enrollment begins: Friday February 6, 2015

Enrollment for returning families will be guaranteed until March 2, 2015 at which time enrollment will be opened to new families.

Please return the following items with your re-enrollment packet to the school to enroll for the 2015-2016 school year. (Applications will be accepted and processed when all necessary information is received)

- Completed Registration Form
- Emergency Contact Information Form
- Fee Policy Form
- Student Fees – paid and turned in with all other forms.

Student Fees:

Please pay all fees by check.

Preschool Registration Fee (\$35)

Please note:

- Re-enrollment is secured on a first-come, first-serve basis as completed registration packets are received **and** student fees are paid.*
- All fees are non-refundable.
- Space for your student(s) will **not** be held until the **completed** registration packet is received **and** student fees are paid. *If an outstanding balance exists on the account at the time student fees are paid, the student fees will first be applied to the outstanding balance.*

Re-enrollment Process: Families of children already enrolled within the Thrive Preschool are given first choice to re-enroll in the program for the following school year. This process begins at the beginning of March. Families receive a re-enrollment letter and a re-enrollment form. A nonrefundable deposit of \$35 is required at the time of enrollment.

Waiting List Enrollment: Families who have indicated their interest in enrolling their child are contacted in late March to inquire about their continuing interest to enroll their child or to be removed from the waiting list. If families at that point express interest in enrolling their child, the child is enrolled in the program, provided that space is available.

Open Enrollment: Enrollment space is given to interested families on a first come, first served basis. Enrollment may be achieved through (1) completing an enrollment form and returning it to the coordinator via mail with the deposit included. (2) calling Kellie Masters, director, and providing verbal enrollment information. The director will contact you to confirm enrollment, discuss enrollment details, and request the submission of the enrollment deposit.

PLEASE BRING APPLICATION FORMS TO:
Thrive Preschool – 26808 Anchor Lane Valencia, CA 91355

Dear Thrive Parents,

Thank you for giving me the privilege of working with your child this year. I do not take your trust in me lightly and am committed to providing your child with the best possible education.

It is a pleasure to extend to each of you the opportunity to re-enroll your child at Thrive Preschool! While we are fully engaged with this school year, I am already looking ahead to the 2014 - 2015 school year with great anticipation!

The next school year will be here before we know it. It is a joy to partner with you as we educate and train up students to pursue and follow God's plan for their lives. Please call if you have any questions or if I can be of assistance to you with the enrollment process.

Our **re-enrollment** season will be from February 2 to February 27, 2013. On March 2nd **open enrollment** will begin. Of course, current families can still re-enroll after **open enrollment** begins, but there will no longer be a guaranteed placement.

Note: New siblings have priority registration. Please enroll new siblings while re-enrolling your current student. The *New Student Registration Fee* is required at the time of application for siblings.

RE-ENROLLMENT FEE:

The re-enrollment fee is a **yearly NON-REFUNDABLE** and **NON-TRANSFERABLE** fee deposit that holds the student's place for the next school year and covers expenditures incurred in preparation for the next school year. **The full amount of the reenrollment fee is due at re-enrollment time.**

Serving Him together,

Kellie Masters
Director



Thrive Preschool

Registration Form 2015-2016 School Year

To register your child please complete and return this form with the total registration amount to Thrive Preschool

Class sizes are limited and will be filled on a first-come-first-serve basis.

Child's Name: _____
First Last

Child's Birth Date _____ Child's Age (as of Sept. 1, 2015) _____

Parent's Name: _____

Address: _____

Phone: _____ Email _____

Parent's name: _____

Address: _____

Phone: _____ Email _____

Class desired: (Please check one)

Tuesday/Thursday _____ (\$235.00/per month)

Mon/Wed/Fri _____ (\$280.00/per month)

Mon -Fri _____ (\$480.00/per month)

(Checks can be made out to Thrive Preschool. Please put in check memo child's name)

For Office Use

Check No. _____

Start Date: _____

Amt. _____

Class: _____

Emergency and Parent Contact Form

The following information is to be used in case of an emergency where a Physician(s) or Hospital(s) attention is required:
THE FOLLOWING INFORMATION IS FOR THE 2015-2016 SCHOOL YEAR

Name of Child: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Best way to contact: _____

Gender: Male _____ Female: _____

Parents/Guardians Names _____

Mom's Cell/WK _____ Dad's Cell/WK: _____

Mom's Email _____ Dad's Email: _____

Phone in case of Emergency: _____

For 2014-2015 School Year: Age: _____ Grade _____ Date of Birth: _____

Allergies, Medications, Medical Info, or Special Info (directions) PLEASE PRINT: _____

If you are unable to contact me in the event of a problem, emergency or question, please contact the following individual(s) at the below listed address for instruction or information:
(Please include names of those who are allowed to pick up your children from preschool.)

Name: _____
Address: _____
Phone #: _____
Relationship to child: _____

Name: _____
Address: _____
Phone #: _____
Relationship to child: _____

Name: _____
Address: _____
Phone #: _____
Relationship to child: _____

Name of Child _____ circle: **MWF/ TTH/ M-F** Date of Birth _____

FEE POLICY:

Fees are based on a 10 month school year amount broken down into three fees even though the number of school days per month may vary.

We pledge to uphold the fee policy as outlined above and will do our best to assure cooperation between home and school.

SIGNATURE OF PARENT OR GUARDIAN _____ Date _____

For office use only:

Date received _____