

# SAND HILLS PRESCHOOL

57 Sand Hill Road

Kendall Park, New Jersey 08824

(732) 940-1515

director@sandhillspreschool.com

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## APPLICATION FOR ENROLLMENT- PRE-K 3

Child's Full Name \_\_\_\_\_ Preferred Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Home Phone \_\_\_\_\_

Allergies \_\_\_Yes \_\_\_ NO If yes, please list \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Parent/Guardian's Names \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address \_\_\_\_\_

May we have your approval to provide the above information in our class list, which will be distributed to parents of children in your child's class? Yes\_\_\_ No\_\_\_

Has your child attended preschool before? Yes \_\_\_ No \_\_\_ If so, where? \_\_\_\_\_

*For office use only:*

Non-refundable Registration fee: \$50.00 Paid by check # \_\_\_\_\_

**\*Non-refundable deposit equal to one month's payment is due with application.**

***(Please make checks payable to Sand Hills Preschool)***

**Please read and sign below:** I have been advised of the TUITION POLICY at the Sand Hills Preschool of the Grace Presbyterian Church. I understand the statement, and I am in receipt of a copy of the statement.

**Parent/Guardian's**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

## CLASS OFFERINGS

Please indicate 1<sup>st</sup> and 2<sup>nd</sup> class choices.

### 3-Year-Old Program - (3 by Dec. 31 and must be toilet trained)

#### 2 ½ hour sessions

\_\_\_\_\_ 2 Days (T/Th) AM      9:00 - 11:30am  
          \$2610/year - 10 installments of \$261

\_\_\_\_\_ 3 Days (M/W/F) AM      9:00 - 11:30am  
\_\_\_\_\_ 3 Days (M/W/F) PM      12:30 - 3:00pm  
          \$3210/year - 10 installments of \$321

\_\_\_\_\_ 5 Days AM ONLY      9:00 - 11:30am  
          \$4750/year - 10 installments of \$475

Class Offerings are subject to change based upon enrollment response. Sand Hills Preschool reserves the right to add or delete a class based upon enrollment.

## TUITION POLICIES

Tuition is based on the entire school year, September through June. For your convenience, the total annual amount is divided into **ten equal installments** due at the beginning of each month. A deposit equal to **one installment** is due upon registering. The second installment is due September 1. All subsequent payments are due on or before the first day of each month. The final payment is due May 1<sup>st</sup>. Other installment plans are available. Please see the Director for other options.

### Late Payment Penalty:

Tuition is due on the first day of the month. If payment is received after the 10<sup>th</sup> day of the month that it is due, a \$10.00 late payment penalty for first occurrence will be assessed, and a \$20.00 penalty for every subsequent late payment during the remainder of the school year.

If tuition is in arrears for two months, then all arrears plus current month must be made by the 10<sup>th</sup> day of the month, or the child will be suspended from the program.

### Tuition Discounts:

The registration fee will be waived for any sibling and a 20% discount will be offered for the sibling enrolled. There is a 25% discount for active GPC church members. Only one discount may be applied per family.

### Other:

There will be no prorated payments, or credits for absences. This includes illness, early withdrawal for vacations or extended trips. If a child is absent for an extended absence (a month or longer), the installment deposit will be applied to that month's tuition. The child will then be required to reregister upon returning to school. A registration fee and deposit installment will be due at this time.

Refunds of tuition paid prior to the first day of school will be considered only if there is a child on the waiting list for replacement.

You are charged any fees associated with returned checks, late fees may be applied, and repeated episodes could result in your child's suspension from the program.