



# Registration Agreement - School Year 2024-25

Child's Name: \_\_\_\_\_ Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/guardian Name: \_\_\_\_\_ Parent/guardian Name: \_\_\_\_\_

Cell Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Cellular provider (required for ProCare app): \_\_\_\_\_ Cellular provider (required for ProCare app): \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

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

**Tour taken:** YES NO DATE: \_\_\_\_\_ **"Meet & greet" child by Director:** YES NO DATE: \_\_\_\_\_

**Days Needed:** \_\_\_\_\_ Monday to Friday(M-F) \_\_\_\_\_ Monday/Wednesday/Friday(MWF) \_\_\_\_\_ Tuesday/Thursday(T/Th)

**Time Needed:** \_\_\_\_\_ Full Day (7:00 am– 6:00 pm) \_\_\_\_\_ Part Day (9:00 am-3:00 pm)

**In accordance with the Preschool policies, I agree to pay the following sum:**

**Payable on Registration:**

Registration Fee: Amount: \$200.00 Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_

Half-Month Tuition Deposit: Amount: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_

**Total: \$ \_\_\_\_\_**

       I authorize St. Clare's Preschool to charge this amount to my Tuition Express account

**OR**        Make check payable to St. Clare's Preschool

**Payable at Start Date:**

Pro-rated Tuition: Amount: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_

Regular Monthly Tuition: \$ \_\_\_\_\_

**Other Fees:** In September, an Annual Classroom Supply Fee of \$175 is applied to each child's account (prorated for children who start after September). In October, a Family Service Fee is applied to each child's account (\$100 per child, per year). The Family Service fee may be refunded after a family has completed 5 hours of family service, or a family can decide to leave the monies with the preschool to fund ongoing projects at the school.

**Withdrawal from the Preschool:** The Registration Fee is not refundable. With two weeks' advance written notice of withdrawal, the Half-Month Tuition Deposit will be refunded. If you decide before your planned start date, that your child will not attend St. Clare's, notice of withdrawal is required at least two weeks before your start date.

**Agreement Modifications:** Modifications to this registration agreement must be made in writing and must be signed and dated by both parties to be binding. Verbal modification is not binding under this agreement. All licensing documentation must be complete and in school files no later than the first day of attendance at Preschool.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Director Signature:** \_\_\_\_\_ (Karen Berry & Martha Bali 925-462-0938) **Date:** \_\_\_\_\_

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

**To be completed by the Director**

Agreed start date: \_\_\_\_\_ Age group: \_\_\_\_\_