

REGISTRATION CHECK LIST

NEW FAMILIES

To help you with the registration process, please find the checklist of all documents below needed to register your child for the 2020-21 school year.

*** New Immunization Policy for 2020-2021 – All students must be immunized. If your child is on a delayed immunization schedule or not yet immunized due to medical needs, please see the director.**

REGISTRATION BEGINS JANUARY 2020

- Completed 2020-21 Registration Form.
- Signed Financial Agreement
- \$50.00 registration fee - check made payable to St. Mark's Preschool. A school bag will be provided by St. Mark's Preschool and distributed at the parent meeting in August. Each additional child in the family will have a reduced registration fee of \$10.00.

REGISTRATION PROCESSED FOR NEW FAMILIES ON JANUARY 22, 2020

- Open Registration begins on January 22nd, however application forms and payment are encouraged to be submitted prior to January 22nd.
- Class placement will be assigned to new students on a first come first serve basis based on the order in which registration forms were submitted.
- The registration fee will be returned if there is no availability.

DUE BY March 1, 2020 (or following acceptance into program)

- Enrollment fee (one month's tuition) paid online is due by **March 1, 2020** or immediately following acceptance into the program to retain the assigned placement. Please write your child's name on the memo line and the new class assignment. This payment is non-refundable. If your child is placed on the waiting list, no payment is necessary until a spot becomes available. Please contact the office with any special circumstances.

