

Enrollment Form

(Please fill in information completely)

Child's Name _____
Birth Date _____ Sex: M F
Age as of Sept. 1, 2018 _____
Mother's Name _____
Mother's Cell Number _____
Father's Name _____
Father's Cell Number _____
Address _____
City/State/ZIP _____
E-mail _____

Check each item that applies to you:

- Church Member
- Current Student
- Sibling of Current Student
- Former Student
- Sibling of Former Student

For the good of the children and the well-being of the school, certain minimum class sizes must be achieved. We will announce which classes will be offered based on registration.

I wish to register my child for (please check one):

- Toddlers (M/W/F) 18+ months
- Toddlers (T/Th) 18+ months
- 2-Year Olds (M/W/F)
- 2-Year Olds (T/Th)
- 2-Year Olds (M-F)
- 3-Year Olds (M/W/F)
- 3-Year Olds (T/Th)
- 3-Year Olds (M-F)
- 4-Year Olds (M-F)

Second Choice (required): _____

Parent Signature: _____

NOTE: All Toddlers through 3's MUST provide a second class choice above.

**\$100 non-refundable fee due with registration.
Supply Fee of 1 month's tuition due 6/1/18
ACH Form must be included.**



EARLY EDUCATION CENTER

Mindy Samples, Director

1000 Penn Street
Fort Worth, TX 76102
817-335-1231
www.fpcf.org/eec



Revised February 2018



First Presbyterian Church

EARLY EDUCATION CENTER

Where young minds grow.

**2018-2019
Day School
Registration**



First Presbyterian Church
Inspiring Disciples...
Engaging the World

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General Information

Our mission is to offer a developmentally appropriate educational experience for toddlers and early childhood-aged children in a weekday church school setting.

Learning activities are provided in a nurturing Christian atmosphere that encourages the spiritual, physical, mental, social and emotional development of your child.

We strive to be available to church families and the community at large, and to provide enrichment for those families and their children.

We provide a professional staff under the auspices of the appropriate governing bodies of First Presbyterian Church of Fort Worth.

The school is accredited by the National Association for the Education of Young Children (NAEYC), reflecting our commitment to the latest research and best practices in early childhood education and development.

Our Day School program is open to toddlers (18 months old by September 1) through Pre-Kindergarten. Classes meet from 9:30 a.m. to 12:30 p.m., Monday through Friday, depending on the age group and class.



How To Register

CURRENT STUDENTS:

Please complete the registration form, attach the enrollment fee and return the form to the registration box inside the school office or mail to EEC at 1000 Penn Street, Fort Worth, TX 76102.

NEW REGISTRATIONS (By Mail Only):

Postmarked no earlier than February 26, 2018

PLEASE NOTE:

In the event of lack of space in any class, ALL registration materials will be processed in the order they are received.

Questions?

Please call Mindy Samples, the School Director, at 817.335.1231.

EEC Online

Keep up with us online (in addition to print communications) at www.fpcf.org/eec and on Facebook* at www.facebook.com/groups/FPCFWDaySchool.

**This is a closed group and requires approval to become a member.*

Monthly Tuition

	<u>Church Member</u>	<u>Non-Church</u>
2 Days	168.69	187.43
3 Days	253.26	281.40
5 Days	415.80	462.00

Drafted by ACH.

Registration Fee

A non-refundable enrollment fee of \$100 is due with the registration form.

Supply Fee

A supply fee of one month's tuition is due on June 1, 2018. Your child's spot will not be held past June 1 without the supply fee payment.

Scholarships

Limited scholarships are available. See Mindy Samples, the School Director, for a scholarship application.

Teacher & Classmate Placement Requests

We do not honor specific teacher or classmate placement requests from parents, but we do consider all information (age, gender, personality, skill levels, relationships) when placing your child in his/her best learning environment.



Authorization Agreement for Automatic Withdrawals (Debits)

Payments:

Amounts which are due in the Early Education Center must be made by ACH. This document authorizes the ACH withdrawals, which will occur on:

- the first business day of each month, August – April, for Day School
- the 20th of each month for Extended Care
- each Monday for Full-Time Care

I hereby authorize First Presbyterian Church, to debit my _____ checking or _____ savings (select one) account for the specific purpose of obtaining funds that are owed as a result of services that we have used from First Presbyterian Church Early Education Center, and if necessary to initiate credit entries and adjustments for any debit entries in error.

Financial Information:

Bank Name: _____

Bank City: _____ State: _____ Zip: _____

Routing (ABA) Number: _____

Account Number: _____

I understand that if I change banking relationships or leave the Early Education Center, I must provide 10 days written notification to First Presbyterian Church of Fort Worth in order to cancel this ACH transaction.

Parent's Name: _____

Signature: _____

Date: _____

Please attach a voided check here.