

Presbyterian Community Nursery School

150 Pittsburgh Avenue Massapequa, NY 11758 Phone: (516) 541-0864 Fax: (516) 541-3368
www.PresbyterianCommunityNurserySchool.com

REGISTRATION FORM 2018/2019 School Year

Thank you for your interest in the Presbyterian Community Nursery School. Registration is on a first-come, first-serve basis. You must include the form, registration fee, and two self-addressed, stamped envelopes. Incomplete registrations will be returned. Please note that your child(ren) must be two-years old by May 1, 2018 to be eligible for the full-year Next-Step program, three-years old by December 1, 2018 to be eligible for the Nursery Program and four-years old by December 1, 2018 to be eligible for the Pre-Kindergarten Program.

Open registration begins on Tuesday, January 16, 2018. Classes are filled on a first-come, first-serve basis. In order to avoid your child being placed on a class/session waiting list, please submit your registration form as soon as possible.

All STUDENTS ENTERING OUR SCHOOL MUST BE POTTY TRAINED.

Important directions listed below:

- 1) **Enrollment Form** – If you are enrolling more than one child, please use one form per child. You will hear from us immediately if you DO NOT get your 1st session choice.
- 2) **Registration Fee of \$75.00 per child** (check or money order only – payable to Presbyterian Community Nursery School or PCNS). The registration fee is **NON-REFUNDABLE**.
- 3) **Two envelopes (SELF ADDRESSED & STAMPED)**. The envelopes will be used to mail your Session Confirmation (sent in March) and Class Assignment/Orientation schedule (sent in August).
- 4) Classes are selected based on birth date. **We do not take teacher requests.**

SESSION TIMES: Nursery/Pre-K AM 9:00 – 11:30 PM 12:30 – 3:00 Next-Step AM 9:15 – 11:15 PM 12:30 – 2:30

<u>TUITION INFORMATION:</u>	Two Day Next-Step Program	\$158.00
	Two Day Nursery Program	\$185.00
	Three Day Nursery or Pre-K Program	\$228.00
	Four Day Nursery or Pre-K Program	\$265.00
	Five Day Nursery or Pre-K Program	\$292.00

Pre-K Science/Cooking Enrichment Program \$158.00

Tuition for this program is in addition to the regular Pre-K tuition and runs Oct. through May.

Session Times: AM 9:30 – 11:30 PM 12:30 – 2:30

*****Tuition is due on or before the 1st of each month*****

TUITION POLICIES:

*There will be a automatic late charge of \$20.00 for payments made after the 5th of the month.

*Presbyterian Church members and siblings are afforded a discount on their tuition.

*No refund on monthly tuition for illness or if you withdraw your child from school.

*Tuition payments are based on a nine month schedule; however, classes start in September and continue into June.

*If you refer a **new** Next-Step, Nursery or Pre-K **family** who enrolls in our school and pays tuition through December 2018, you will receive a \$50 tuition credit in January. The maximum is three new students for a total of \$150.00. Please see the office for further details.

Please keep this letter as a reference.

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OPEN REGISTRATION FORM FOR 2018/2019 School Year

Child's Name _____ Male Female Birth date _____

Name of Parent(s): _____ Phone #: _____

Address: _____

Email Address: _____ Cell Phone # _____

___ Presbyterian Church Member

___ Number of siblings attending Nursery School or Next-Step (Tot-Time not included)

Have any siblings ever attended Presbyterian Community Nursery School? If so, please list:

Name: _____ Year Attended: _____

Name: _____ Year Attended: _____

Please number the sessions you are requesting by indicating your 1st, 2nd, or 3rd choice.

Opening a class will depend on the number of children enrolled.

Next-Step Tater Tots 2 ½ Year Old Drop-Off Program (Must be 2 years old by May 1, 2018)

Tuesday/Thursday Runs October – May
AM Session 9:15am – 11:15am _____ PM Session 12:30pm – 2:30pm _____

Nursery (Must be 3 years old by December 1, 2018)

TWO DAY PROGRAM	THREE DAY PROGRAM	FOUR DAY PROGRAM	FIVE DAY PROGRAM
Tuesday/Thursday	Mon/Wed/Friday	Monday-Thursday	Monday-Friday
AM Session 9:00-11:30 _____	AM Session 9:00-11:30 _____	AM Session 9:00-11:30 _____	AM Session 9:00-11:30 _____
PM Session 12:30-3:00 _____	PM Session 12:30-3:00 _____	PM Session 12:30-3:00 _____	PM Session 12:30-3:00 _____

Pre-Kindergarten (Must be 4 years old by December 1, 2018)

THREE DAY PROGRAM	FOUR DAY PROGRAM	FIVE DAY PROGRAM
Mon/Wed/Friday	Monday-Thursday	Monday-Friday
AM Session 9:00-11:30 _____	AM Session 9:00-11:30 _____	AM Session 9:00-11:30 _____
PM Session 12:30-3:00 _____	PM Session 12:30-3:00 _____	PM Session 12:30-3:00 _____

Enrichment Program (for Pre-K only)

(Check off the session opposite your child's regular Pre-K session)

Mon/Wed
AM Session 9:30-11:30 _____ PM Session 12:30-2:30 _____

Classes are selected based on birth date. We are not able to take teacher requests.

* I have read and understand the school tuition policies outlined in the cover letter:

Parent's Signature: _____ Date: _____

Check enclosed: _____ Check #: _____ Referred by: _____