



St. Mary's Preschool Enrollment Form 2018-2019

Date of Birth: _____ Age on 9/1/2018 _____ Gender: ___ Male ___ Female

Student Name: _____
First Middle Last Nickname

Mailing Address: _____
Street Address City State Zip Code

Primary Phone: _____ Email: _____

Mother's Maiden Name: _____

Previous School attended? _____

Parent Information (check answers that apply)

Status of biological parents: ___ Married ___ Divorced ___ Widowed ___ Separated ___ Single
IF divorced who has legal custody? ___ Mother ___ Father ___ Shared Parenting

**If a court order is in place the preschool will need an official copy on file.*

Father/ Guardian

Name: _____
Address (if different than above): _____
Cell Phone: _____
Email: _____
Employer: _____
Work Phone: _____

Step-Mother (if Father is remarried)

Name: _____
Phone: _____

Mother/ Guardian

Name: _____
Address (if different than above): _____
Cell Phone: _____
Email: _____
Employer: _____
Work Phone: _____

Step-Father (If Mother is remarried)

Name: _____
Phone: _____

I am enrolling my child in: Please circle the one that applies

2 yr old - MWF

3 yr old - MWF

4 yr old - Monday - Friday

2 yr old - T/TH

3 yr old - T/TH

2 yr old - M-F

3 yr old - M-F

Medical Information:

I hereby grant permission for the staff of St. Mary's Preschool to contact the following medical personnel to obtain emergency medical care if warranted.

Child's Doctor: _____ Phone: _____

Known Allergies: _____

Child's Name: _____

Initial _____

Registration & Tuition Fees:

Registration Fee: An annual fee of \$200 is due upon enrollment. This is non-refundable/ non-transferrable. This is used to cover the cost of consumables used during the school year and access to the school portal. VPK students are NOT required to pay a registration fee, however a donation of \$100 for VPK students is greatly appreciated to help cover the same costs as the registration fee. This is viewed as a donation and non-refundable.

Tuition: Tuition is an annual fee. For your convenience it is divided into 10 equal payments running August to May. Tuition is due on the 1st of each month including August. If payment is received after the 10th a late fee of \$50 will be charged. If payment is not received by the 15th your child will not be able to return to school until it is paid in full. We gladly accept checks or money order. We do NOT accept cash. Once your child has attended class, the full month's tuition is due and non-refundable. Your tuition payments enable us to make St. Mary's Preschool a healthy and adequately supervised Christian environment for your child.

Upon registering for class at St. Mary's Preschool we will need a copy of your child's birth certificate, health and immunization record.

A 10% discount is given to siblings. The discount is taken from the lesser tuition.

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|--|--------------------|
| 2 year olds (must be 2 years of age on or before September 1, 2018) | |
| MWF: \$286.00 monthly | \$2860.00 annually |
| T/Th: \$247.00 monthly | \$2470.00 annually |
| M-F: \$422.00 monthly | \$4220.00 annually |

| | |
|--|--------------------|
| 3 year olds (must be 3 years of age on or before September 1, 2018) | |
| MWF: \$254.00 monthly | \$2540.00 annually |
| T/Th: \$215.00 monthly | \$2150.00 annually |
| M-F: \$390.00 monthly | \$4220.00 annually |

| | | |
|--|------------------|---------------------|
| 4 year olds (must be 4 years of age on or before September 1, 2018) | | |
| Voluntary Pre-Kindergarten (VPK) Monday - Friday | | \$0 (paid by State) |
| Non- VPK Monday - Friday | \$315.00 monthly | \$3150.00 annually |

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|-------------------------------|-----------------|
| Drop in Extended Care: | |
| Early Care: 7:00-8:50 | \$6.00 per day |
| Lunch Bunch: 12:00-2:00 | \$8.00 per day |
| Extended Day: 12:00-5:30 | \$22.00 per day |

Student Withdrawal Procedure: We require a 2 week written notice of withdrawal. If you withdrawal you child without proper notice you will be held responsible for any tuition up to two weeks after the child's last day of attendance. For example: your child's last day of attendance is October 27th and we do not receive a written notice on or before October 13th you will be charged 2 weeks of tuition for November.

Child's Name: _____

Authorization to Release Child:

Initial _____

Student Name: _____ Age: _____

In case of an emergency, or if I am unable to pick up my child I, _____
(parent/guardian) authorize St. Mary's Preschool to release the above referenced child to the following
persons. I understand that no further written authorization from me is required for my child to be released
to one of the persons listed herein. **I understand that additions or deletions to this list must be
submitted in writing for the Preschool to honor them.** Parents, due to the nature of the parental
relationship, do not need to be included on this form. Parents, as a matter of law, are afforded the right of
immediate access to their child while attending St. Mary's Preschool. Please refer to the Parent
Handbook for more information on the Release of Children. If there is an issue with a parent picking up this
child please discuss it with the Preschool Director so the appropriate documentation can be obtained

Parent/ Guardian Signature

Date

Please include anyone upon whom you may call in an emergency to help you with picking up your child. We
have given four spaces, please copy this form or use additional pages as necessary. For the safety of your
child, please inform all authorized pick up persons listed herein that we will ask for a government issued
photo ID when they arrive to pick up your child. If they do not have a government issued ID with them we
WILL NOT release your child to them under any circumstance. All person authorized to pick up must be 18
years of age.

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| Name: _____ Relationship to child: _____ |
| DL # _____ Primary Phone: _____ |

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| Name: _____ Relationship to child: _____ |
| DL # _____ Primary Phone: _____ |

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| Name: _____ Relationship to child: _____ |
| DL # _____ Primary Phone: _____ |

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|--|
| Name: _____ Relationship to child: _____ |
| DL # _____ Primary Phone: _____ |

Initial _____

Verification of Receipt

Rule 65C-22.006 (2) FAC & Section 65C-20.001 (1) FAC require a current physical exam (DH3040) and immunization record (DH 680 or HD 681) within 30 days of enrollment

Section 402.3125 (5) FS requires that parents receive a copy of the Child Facility Brochure "Know Your Child Care Facility"

Section 65C-22.006 (4) 2, FAC requires that parents are notified in writing of the disciplinary practices used by the child care facility.

Each family receives a St. Mary's Preschool Parent Handbook on the first day of school or at orientation prior to the start of school. You can always find our current handbook on our website at www.stmaryangels.org

I verify that I have received all items indicated above and all information on this form is complete and accurate.

Parent/ Guardian Signature

Date

Initial _____

PERMISSION TO PHOTOGRAPH



Student Name: _____

St. Mary's Preschool will take photographs of enrolled students for different occasions throughout the year. These photos are primarily used for Preschool purposes: to display on bulletin boards, create keepsakes for parents, and Facebook updates. Occasionally, we will have a need to use photos for marketing purposes: newsletter, calendars, website, brochure, magazine or local newspaper.

We can only use your child's photo if we have permission from you. Please indicate below if you do or do not authorize the use of photos of your child.

* Names will never be used in advertising or web based activity (Facebook or website).

Yes, I authorize St. Mary's Preschool to use photos of my child for the purposes:

Check all that apply

- ALL (listed above)
- Preschool Newsletter
- St. Mary's Preschool Website
- St. Mary's Preschool Social Media (Facebook)
- Advertising (magazine, local newspaper, brochure)

NO, I do NOT authorize St. Mary's Preschool to use photos of my child

I understand that it is my responsibility to update this form in the event that I no longer wish to authorize one or more of the above uses. I agree that this form will remain in effect during the term of my child's enrollment.

Parent/ Guardian Signature

Date

Parent/ Guardian Name (please print)

Initial _____

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