



## **Hours of Operation**

**Monday – Thursday 9:00am – 2:00pm**

**Friday 9:00am – 12:00pm**

## **Registration Procedures**

### **1. Registration Paperwork**

- Application for enrollment
- Preschool information sheet (front and back)
- Authorization for medical treatment (must be notarized)
- Child's health history
- Certificate of immunization - Tennessee Department of Health form
- Emergency information card

### **2. Tuition Agreement and Payment Information**

- Registration Fee of \$125 (cash, check, or bank account draft on file) due upon registration
- One month's advance tuition due in June 2020 or at time of registration (bank account auto-draft)
- Supply Fee of \$25 due August 1, 2020 (bank account auto-draft)
- Remainder of tuition payments will be paid monthly from September 2020 - April 2021 (bank account auto-draft)

Our staff is composed of the Directors and qualified teachers in each class. The Preschool works closely with the Advisory Board and the Children's Ministry team in our church.

We do not discriminate on the basis of race, color, or ethnic origin in admission policies and the rights, privileges and activities made available by our preschool.