

I AM a

CHILD

OF GOD

JOHN 1:12

GARBER PRESCHOOL

2024-2025 Registration Packet

Thank you for your interest in Garber Preschool. Garber Preschool is a ministry of Garber Church. We offer Christ-centered academic programs for children 3 months to 5 years old. Garber Preschool is a half day program. We also offer before and after preschool add-ons. In this packet you will find all the information you need in order to better understand our enrollment process as well as all the documents needed to complete registration. If you have any questions after reading through this document, please do not hesitate to reach out.

You can reach us by phone, 252-637-4022, or by email, preschool@garberchurch.org.

REGISTRATION INFORMATION

Registration for the 2024-2025 school year begins the week of February 19th. **Registration hours for designated days will be 9:30-11:00 a.m. Registration is on a first come first serve basis.** Once classes are filled, waitlists will be formed. New classes may be added if space permits.

Below we have outlined our Registration Process & Dates for current families, church member families, and new community families:

Currently Enrolled Families: Currently enrolled families may pre-register February 5th – 9th. All pre-registration forms are to be completed and turned in by Friday, February 9th. Parents will receive notes confirming receipt of registration on Thursday, February 15th. Once families have received confirmation, they will need to **guarantee placement** by turning in the tuition contract and registration fee during normal preschool hours by Tuesday, Feb 20th. Registration will be finalized for currently enrolled families by the end of the day, Tuesday, February 20th.

Church Members Families: Garber Church Members may register their children in the preschool office on Wednesday, Feb 21st from 9:30 to 11:00 a.m. **Registration Forms must be accompanied with the non-refundable registration fee, in order to be processed.** During the registration window, all applications must be presented in person. Once those present have registered, mailed-in forms, if any, will be processed. A completed registration form, tuition contract, and a **non-refundable** registration fee of \$200.00/child and \$100.00/additional child within a family are due at the time of registration. Checks should be made payable to **Garber Preschool**.

New Community Families: Preschool registration will open to the community on Thursday, Feb 22nd. **We will hold a drive-through registration behind the Ministry Center, located at 4202 Country Club Road, from 9:30 to 11:00 in the morning. Please follow signs to line up.** Individual Registration Forms must be turned in for each child. During the registration window, all forms must be presented in person. Once those present have registered, mailed-in forms, if any, will be processed. A completed registration form, tuition contract, and a **non-refundable** registration fee of \$200.00/child and \$100.00/ additional child within a family are due at the time of registration. Checks should be made payable to **Garber Preschool**.

Included in this registration packet you will find:

Class Schedule and Fees
Student Registration Form
Preschool Tuition Contract

ENROLLED FAMILIES: Registered families will receive a 2024-2025 Health Form to be completed and turned with the Supply Fee to Garber Preschool no later than July 15th. Openings created due to non-payment of the Supply Fee by registered families will be filled with children on the waiting list.

SCHOLARSHIP: Limited Scholarship funds may be available for families needing financial assistance. Please contact the preschool director for more information. In order to be considered for Scholarship assistance, all documentation must be turned into the Preschool Director by April 1st, 2024 for the Scholarship Committee to review. If additional needs arise, please contact the preschool director.

CLASS CANCELLATIONS: Every effort will be made to hold classes offered at registration. In the unlikely event that a class has to be cancelled, families registered for the class will be contacted. We will begin by trying to place children in an alternative class; if we are unable to do so, you will receive a full refund.

CLASS OFFERINGS AND FEES:

INFANT/YOUNG TODDLER PRESCHOOL OFFERINGS: We offer classes from one day a week to three days a week for children infant to 2 years old. Children must be of appropriate age on or before August 31st of the current year. The classes for these age groups are on the following days.

<u>Class Offering</u>	<u>Age</u>	<u>Days of the Week</u>	<u>Annual Tuition</u>	<u>Annual Payment</u>	<u>Semi-Annual Payment</u>	<u>Installment Payments</u>
Mother's Morning Out	3-12 months	Wednesday	\$800.00	\$750.00	2 Payments \$375.00	10 Payments \$80.00
Young Toddler	9-15 months	Tuesday/ Thursday	\$1450.00	\$1400.00	2 Payments \$700.00	10 Payments \$145.00
Older Toddler	15-24 months	Tuesday/ Thursday	\$1450.00	\$1400.00	2 Payments \$700.00	10 Payments \$145.00
Older Toddler	15-24 months	Monday/ Wednesday/ Friday	\$2200.00	\$2150.00	2 Payments \$1075.00	10 Payments \$220.00
2 Year Olds	24-36 months	Tuesday/ Thursday	\$1450.00	\$1400.00	2 Payments \$700.00	10 Payments \$145.00
2 Year Olds	24-36 months	Monday/ Wednesday/ Friday	\$2200.00	\$2150.00	2 Payments \$1075.00	10 Payments \$220.00

OLDER PRESCHOOL OFFERINGS: Children are grouped by age in either a 3 or 4-year-old class. Children must be of appropriate age on or before August 31st of the current year. All children entering these classes *must be toilet trained* unless there is a developmental or physiological reason. The classes for these age groups are on the following days:

<u>Class Offering</u>	<u>Age</u>	<u>Days of the Week</u>	<u>Annual Tuition</u>	<u>Annual Payment</u>	<u>Semi-Annual Payment</u>	<u>Installment Payments</u>
3 Year Olds	36-48 months	Monday/ Wednesday/ Friday	\$2200.00	\$2150.00	2 Payments \$1075.00	10 Payments \$220.00
3 Year Olds	36-48 months	Tuesday/ Wednesday/ Thursday	\$2300.00	\$2250.00	2 Payments \$1125.00	10 Payments \$230.00
3 Year Olds	36-48 months	Monday thru Friday	\$3500.00	\$3400.00	2 Payments \$1700.00	10 Payments \$350.00
4 Year Olds	48 months +	Monday thru Friday	\$3500.00	\$3400.00	2 Payments \$1700.00	10 Payments \$350.00
Transitional Kindergarten	5 years old on or before December 31st of the current year	Monday thru Friday	\$3750.00	\$3650.00	2 Payments \$1825.00	10 Payments \$375.00

2024-2025 Fee Schedule

REGISTRATION FEE: DUE WITH REGISTRATION FORM

A one-time non-refundable fee due at time of registration.

\$200.00 fee/per child

\$100.00 additional child per family

SUPPLY/BOOK FEE: DUE JULY 1st

We collect a one time, non-refundable **supply fee** for children in our MMO – 4 year old classes. A one time, non-refundable **book fee** is collected for children in our Transition Kindergarten class.

Supply and Book fees are due **July 1st**.

\$50 per child for MMO

\$100 per child for 2 or 3-day students

\$135 per child for 5-day students (or M-F children signed up for both MWF and T/TH)

\$225 Book Fee per child for Transitional Kindergarten

TUITION: SEE PAYMENT OPTIONS BELOW

Tuition payments are to be made on the first of each month. Payments will be considered late and a late fee will be charged if paid after the 15th of each month.

TUITION PAYMENT OPTIONS:

10 Equal Installments– the first payment is due **August 1st**. The remaining tuition payments are due the first of each month.

Semi-Annual Payments – two equal tuition payments; the first to be paid in July and the second to be paid in January. Semi-annual payments can be paid via credit card, check, or cash.

A discounted tuition rate is given to those who pay with check or cash (see below).

Annual Payment – one payment to be paid in July. Annual payments can be paid via credit card, check, or cash. A discounted tuition rate is given to those who pay with check or cash (see below).

To take advantage of a tuition discount, you must remit your first or only payment by July 15 (if payment is late, you will not be eligible for the discounted rate).