

ENCINO PRESBYTERIAN CHILDREN'S CENTER
 Preschool * Kindergarten * Afterschool
 4963 Balboa Blvd. Encino, CA 91316 (818) 788-9442 Fax (818) 788-1202
 www.epcckids.info * epccdirectors@gmail.com

January 5, 2026

Dear Parents,

It has always been our goal to keep tuition as low as possible. The payment schedule will be as follows:

August-	pro-rated payment	January -	full payment
September -	full payment	February -	full payment
October -	full payment	March -	full payment
November -	full payment	April -	full payment
December -	pro-rated payment	May -	full payment
		June-	pro-rated payment

Our school follows the holiday schedule of the public schools. We plan to provide a one week of winter care in December 2026 or in January 2027, Spring Care and Summer Camp when the public school is closed; this care will be offered on "first come; first served" basis with separate registration date for each. There will be limited space available. There is no reduction for days lost because of illness or personal vacations. School holidays have been deducted from the yearly fee.

The registration fee, the earthquake fee and pro-rated August payment (**this will be applied to August 2026 is non-refundable and non-transferable** and payable at the time of registration. Your first full payment will be due on September 1, 2026.

The following rates will be in effect for the school year (**tentatively**) from August 12, 2026 – June 4, 2027:

Registration Fee:	\$50.00 (non-refundable)	Additional days (space permitting)
Disaster Fee:	\$50.00 (non-refundable)	Full day: 7:30-6:00 \$90.00/day
Total:	\$100.00	Extra day: 2:30-6:00 \$50.00/day

AFTER SCHOOL CARE:

	Full Payment (Sept., – Nov., Jan. – May)	Pro-rated Payment (Aug., Dec. and June only)
FIVE DAYS 2:30 – 6:00	\$450.00	\$325.00
FOUR DAYS 2:30-6:00	\$425.00	\$300.00
THREE DAYS 2:30 – 6:00	\$400.00	\$275.00
TWO DAYS 2:30 – 6:00	\$350.00	\$225.00

Sincerely,

Cathleen Trapani

Cathleen Trapani
Director

Anie Kederian

Anie Kederian
Assistant Director

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APPLICATION FOR AFTERSCHOOL PROGRAM

Student's Information

Child's Name _____ Sex _____
Last _____ First _____ M.I. _____
Name Used at Home _____ Grade (going into) _____ Birth Date _____
Address _____ Telephone _____
Street Number _____ City _____ Zip _____

Parent/Legal Guardian 1

Name _____ Cell Phone # _____ Work Phone # _____
Address (If different than child's) _____
Occupation/Title _____
Email Address (please print clearly) _____ @ _____

Parent/Legal Guardian 2

Name _____ Cell Phone # _____ Work Phone # _____
Address (If different than child's) _____
Occupation/Title _____
Email Address (please print clearly) _____ @ _____

Does your child speak and understand the English language? Yes _____ No _____

What is the primary language spoken in the home? _____

Has your child been identified with an IEP? YES _____ No _____

Does your child have any special needs? YES _____ No _____

If yes, please give a detailed explanation:

Circle the days that your child will attend afterschool care:

Monday Tuesday Wednesday Thursday Friday Until 6:00 p.m.

The registration fee, the earthquake fee and the advance tuition payment is payable upon the return of this application. The advance tuition will be applied to August 2026. **The registration fee, the earthquake fee and the tuition payment are all non-refundable and non-transferable.** The application form and your payment of the fees are needed to register.

Parents Signature _____