

## WCA Registration FAQ's

### **Why do we register in February for the next academic school year?**

*WCA is an academic calendar based program. For this reason, our teachers and staff are also offered a position each year based on the enrollment. The intake of enrollment dictates what our staffing needs will be. Based on that enrollment, we determine what employment offer letters can be provided to our staff in May. Enrollment also influences what programs we will be offering.*

### **Can I register with outstanding fees?**

*Tuition and fees must be no more than 30 days late to register for the next academic year. All balances must be paid in full to maintain placement for the fall.*

### **What portions of paperwork need to be completed now?**

*All paperwork, excluding the physician statement and updated immunization records, must be complete at the time of registration unless the student is not a current WCA student and is being placed immediately. An updated physician statement and immunization record must be provided to the WCA office prior to the first day of classes in the fall and following any subsequent doctor visits when immunizations have been administered. All four and five year old students must also have annual vision and hearing tests on file.*

### **Must I pay the full registration fee at the time I turn in the paperwork?**

*All registration fees must be paid in full at the time of registration to hold a student's spot. The registration fee is non-refundable.*

### **When will we find out who my child's teacher will be?**

*Teacher placement is tentatively aligned by June of each year for the following academic school year. WCA reserves the right to confirm teacher placement in August. Your child's teacher will send an email in August introducing themselves.*

### **Can I request teachers for my child's placement?**

*Teacher requests can be written on your registration papers. Please make comment to the office staff upon submission. Be aware that requests and teacher placement may not match up each year. We will attempt to honor requests if possible.*

### **Why can't I use a credit card?**

*WCA is a non-profit organization. We strive to maintain quality programming without the cost of merchant fees in our budget. Our recommendation for simplicity of tuition payment is to set us up in your online banking. Please make sure payment is made to WCA or Wesleyan Christian Academy and not First Rowlett United Methodist Church. We also accept cash and checks in the WCA office.*

### **Are registration and supply fees refundable?**

*Registration and supply fees are non-refundable. Both fees are valid for one calendar year should you choose to enroll at a later date. If at the time of desired enrollment space is not available, both fees remain non-refundable.*