

Little People's School
First United Methodist Church - Katy
5601 5th St.
Katy, TX 77493
281-391-6577 281-391-7661-fax
Email – dmccollum@katyfirst.org

Registration Procedures

1. Review class schedule, and select class preference.
2. REGISTRATION – LPS registration is done on a first come basis. Some classes fill quickly so prepare accordingly. Parents are given a number as you enter the building. Proceed to the registration table when your number is called with your completed registration form and payment. Children are enrolled for an available class opening upon payment of a registration fee of \$100.00. Registration is for a particular age group but not a specific teacher or classroom. Children entering a three year or older class must be potty-trained. When classes are filled, a waiting list will be kept in the order of application.
REGISTRATION FEES ARE NON-REFUNDABLE.
3. TUITION - The yearly tuition is divided into nine equal payments with one half of the first payment due Aug. 1, 2023 and the remainder one half due May 1, 2024. Full monthly tuition amounts are due Sept. 1, 2023 through April 1, 2024. Tuition fees are due on or before the 1st day of each month. Tuition must be paid via brightwheel or hand delivered to the drop box in the director's office or mailed to our office at the address printed above. **Do not send payments to school with your child or hand them to the teachers.** Teachers are not responsible for turning in these payments. Please note payment details including child's name, and specify what payment is to cover. Non-refundable supply fees of \$50.00 per child enrolled are due on August 1, 2023 and January 1, 2024.
4. FORMS - There will be a late fee of \$25.00 for any missing forms after August 1st. This time frame ensures that we will be able to complete our office files and prepare class rosters for our teachers before school begins. Upon the completion of turning in registration form and payment, parents will be given a folder containing all needed enrollment paperwork. Current students will receive their folder before summer break. All **completed** paperwork is due by August 1st. After registration, if your school plans have changed, please notify the Little People's School office immediately so that we can accommodate children on our waiting list. During the summer, you will receive a few more pieces of information as well as a reminder when all paperwork is due back.