



Where learning
and fun become one.

Huguenot United Methodist Church Preschool
10661 Duryea Drive • Richmond, Virginia 23235
804-272-1704 • *Debbi Heist, Director*

IT'S TIME TO REGISTER FOR 2012 - 2013

We are pleased to send you information about registering for the 2012 - 2013 school year. If you have any questions after reading this information, please give us a call. We welcome visits to our Center any Monday through Thursday between 9:45 a.m. and 12:15 a.m. during school months and summer visits by appointment. A call before your visit will assure you time with the director to answer questions. To enroll, please complete the registration form included and return it with your registration fee **and your child's birth certificate**. Our Center is required by law to document viewing a certified copy of your child's birth certificate before your child may attend our center. A confirmation letter with class assignments, along with tuition slips and a school calendar will be mailed to you in July. The medical form must be completed by your pediatrician and returned **before school opens in the fall**.

Debbi Heist, Director

IMPORTANT INFORMATION 2012 - 2013

REGISTRATION:

\$90 non-refundable Registration Fee due with the registration form

TUITION:

1st payment due 8/1/12 (See below for costs based on program and number of days)

The remaining 9 payments are due by the 1st of each month even though attendance days in the month may vary. The full amount is required even if your child is absent, as long as they are enrolled. If you know your child will be withdrawing during the year, please notify us one month in advance and we will prorate the remaining tuition.

Make checks payable to: HUMC Preschool

PRESCHOOL PROGRAM:

AGES

Birthdates between October 1, 2006 and August 31, 2009 (If your child's birthday is between 4/1/09 and 8/31/09, they are eligible for preschool placement only if they are toilet trained)

ACTIVITY FEE

\$55 due October 1. This fee covers the theater shows and all in-school activities provided during the year.

TUITION

-Three day program is \$1750 per year, divided into 10 payments of **\$175/month**.

-Four day program is \$2150 per year, divided into 10 payments of **\$215 / month**

-Four day Plus program is \$2650 per year, divided into 10 payments of **\$265/month**

(This is the four day program along with all the Fun Fridays)

CHILD'S MORNING OUT PROGRAM:

AGES

Birthdates between April 1, 2009 and September 1, 2011 (If your child's birthday is between 4/1/09 and 8/31/09, you should register them for the Child's Morning Out program if you are interested in a 2-day program, or if they are not toilet trained.)

ACTIVITY FEE

\$35 due October 1. This fee covers the theater shows and all in-school activities provided during the year.

TUITION

- Two day classes are \$1350 per year, divided into 10 payments of **\$135 /month**
- Three day classes are \$1950 per year, divided into 10 payments of **\$195 /month**
- Four day classes are \$2450 per year, divided into 10 payments of **\$245 / month**
- Four day Plus program is \$3000 per year divided into 10 payments of **\$300/month**
(This is the four day program along with all the Fun Fridays)

INFANT PROGRAM:

AGES

Birthdates after September 1, 2011

TUITION

- One day per week is \$1000 per year, divided into 10 payments of **\$100 /month**
- Two days per week is \$1800 per year, divided into 10 payments of **\$180 /month**
- Three days per week is \$2600 per year, divided into 10 payments of **\$260 /month**
- Four days per week is \$3200 per year, divided into 10 payments of **\$320 /month**

EXTENDED CARE:

CMO and Preschool

8:00-9:30 a.m. **\$8.50 per day**

12:30-5:30 p.m. **\$26.00 per day**

Both morning and afternoon **\$31.00 per day (\$135 per week for all 5 days)**

Extended care payments are due weekly on the first school day of each week.

Infants

\$8 per hour-times to be arranged with Ms. Debbi directly

DATES TO REMEMBER

9/6 7:00 p.m. Parent Orientation (**Parents Only**)

9/7 10:00-Noon OPEN HOUSE
(Child and parents meet teacher)

9/10 **School begins**

You will receive a complete school calendar in your confirmation packet, which will be mailed in July.