

Little Shepherds Learning Center

REGISTRATION

*Supporting each child's growth and development through
early learning experiences and faith based teachings*

WELCOME AND THANK YOU

for choosing our program for your family! We look forward to a year of caring & learning. Check out more class information in our PARENT HANDBOOK at our website www.princeofpeacedublin.org

May God bless your family,

Sue Miller, Director

Lshepherdschool@aol.com

614-209-4554

Fax 614-336-8639

TO REGISTER YOUR CHILD IN OUR PROGRAM:

1. Review the class offerings, age criteria, days, fees and times.
2. Choose the class that matches your child's age group.
3. Turn in to the Learning Center office the REQUIRED FORMS PACKET with the non-refundable registration/supply fee of \$160.00
4. Please make your checks payable to Prince of Peace Lutheran Church
On your check write LSLC OR LITTLE SHEPHERDS in the memo
5. We will send an email confirming your child's enrollment.
6. If your first choice is not available, we will give you a call to discuss class options.



CLASS OFFERINGS

School year 2017-2018

Tuesday, September 5, 2017 through Wednesday, May 16, 2018

Preschool Program: **AM 9:30 to 12:00** **PM 1:00 to 3:30**
Kindergarten Enrichment: **TWTh Half Day** **9:15 am to 12:00 noon**

Toddlers: age 2 to 3 years old		TIMES 9:30 to 11:50			
Little Lambs	age 2.5 by September	Ratio	Days	Monthly Fees	
		2-9	MW am or TTh am	\$160	

Preschool: must be toilet trained					
Lambs	age 3 by September	Ratio	Days	Monthly Fee	
		2-13	MW am	\$160	
			TTh am	\$160	
Rainbows	age 3-4 age 4 by April 2018	3-16	TWTh am	\$190	

Pre-K: age 4 years old by September and toilet trained					
Shepherds	age 4-5	Ratio	Days	Monthly Fee	
	age 4-5	2-15	MTWTh am	\$230	
		2-15	TWTh pm	\$190	
Supply Fee due with August tuition \$30.00					
Pre-K: age 4 years old turning age 5 during school year and toilet trained					
Disciples	age 4-5 (age 5 by May 2018)	Ratio	Days	Monthly Fee	
	age 4-5 (age 5 by May 2018)	2-15	MTWTh am	\$230	
		2-15	MTWTh pm	\$230	
Supply Fee due with August tuition \$30.00					

Kindergarten age 5 by September 30, 2017 Half Day 9:15 am to 12:00 noon					
Kindergarten Enrichment	age 5-6	Ratio	Days	Monthly Fee	
		2-16	TWTh	\$210	
Supply Fee due with August tuition \$55.00					
Student must be enrolled in a public formal kindergarten program to attend enrichment.					
We offer a private faith-based education, following ODE K standards; literacy, language arts, math, science, social studies, art, music, and computer lab. Bring own snack.					
Ratio: 2 teachers to 16 students.					



Little Shepherds Learning Center
REQUIRED FORMS PACKET
School year 2017-2018

*Supporting each child's growth and development through
Early learning experiences and faith based teachings*

CHILD's NAME: _____ D.O.B. _____ M or F

What name should we use for name recognition? _____

Does your child have allergies? _____

What is your spoken home language? _____

PARENTS' NAMES: _____

Address: _____ Home phone: _____

For class info/alerts - Cell phone number: _____ email: _____

Can we share your contact info on class rosters? Yes No

Photo Release for church/LSLC publications? Yes No

Are you a current student or church member? Yes No

Are siblings/friends attending a LSLC class? Yes No

What class? _____

CLASS SELECTION:

Please list: name of class, am or pm, and days

First choice

Second choice

Office use only:

Class assignment _____

Date _____ Fee _____ check # _____



Little Shepherds Learning Center

TUITION AGREEMENT

School Year 2017-2018

To enroll and hold a place for _____
in Little Shepherds Learning Center for the above mentioned school year, we agree to the following:

- To enroll our child, we agree to pay the **NON-REFUNDABLE registration/supply fee of \$160**
- We agree that our child meets age criteria and toileting criteria for class chosen.

LITTLE LAMBS: age 2.5 by September; toilet trained not required; 8-9 with 2 teachers
2 day M W am or T Th am Tuition is \$1,440 - monthly tuition \$160

LAMBS: age 3 by September and toilet trained; 13 each group with 2 teachers
2 day M W am or T Th am Tuition is \$1,440 - monthly tuition \$160

RAINBOWS: age 3-4 age 4 by April 2018 and toilet trained; 16 each group with 3 teachers
3 day T W Th am Tuition is \$1,710 - monthly tuition \$190

Pre-K-SHEPHERDS: age 4 -5 and toilet trained; 15 each group with 2 teachers
4 day M T W Th am (age 4 by September) Tuition is \$2,070 - monthly tuition \$230
3 day T W Th pm (age 4 by September) Tuition is \$1,710 - monthly tuition \$190
Supply fee due with August tuition - \$30.00

Pre-K - DISCIPLES: age 4-5 and toilet trained; 15 each group with 2 teachers
4 day M T W Th am (age 5 by May 2018) Tuition is \$2,070 - monthly tuition \$230
M T W Th pm (age 5 by May 2018) Tuition is \$2,070 - monthly tuition \$230
Supply fee due with August tuition - \$30.00

KINDERGARTEN Enrichment: age 5 by September 30; 16 each group with 2 teachers.
3 day T W Th 9:15 to 12:00 Tuition is \$1890 - monthly tuition \$210
Supply fee due with August tuition - \$55.00

3. Monthly tuition is due by the first of each month.

We agree to pay **9 monthly tuitions beginning August 1, 2017 through April 1, 2018.**

We agree to pay the late fee charge of \$10 after the 10th of each month.

School year is Tuesday, September 5, 2017 through Wednesday, May 16, 2018 .

- Checks returned from the bank for non-sufficient funds:** We agree to pay a \$36 charge for each check returned by the bank. The Learning Center reserves the right to determine whether or not to resubmit checks non-sufficient funds from the bank one time. If the check is rejected again, then the tuition will need to be paid for with cash.
- We understand that for ease of payment and collection,** our monthly fees are evenly divided between months of operation, which are September to May. Full tuition for each month is required regardless of holidays, vacations, illness, school emergency closings, or withdrawal. * (see sections 8 & 9)
- We understand that Dismissal is: am session 12:00 / pm session 3:30.** We understand by 12:05 or 3:35, if we have not notified the Learning Center at 614-209-4554, call or text, that we agree to pay a \$15 late dismissal fee charge for each incident.
- Payments** can be mailed to the Learning Center or deposited in the Learning Center office mailbox.
Make checks payable to: PRINCE OF PEACE LUTHERAN CHURCH, 5475 Brand Rd, Dublin, OH 43017
On your check write LSLC or Little Shepherds in the memo. Auto direct payment arrangements can be made through the church office, 614-766-6377; credit card payments accepted with \$3 service fee
- *WITHDRAWAL – School Initiated** – We understand that the school reserves the right in extreme circumstances to terminate enrollment of any child, if in the opinion of the staff, continued attendance would not be in the best interest of either the child or the school. Secondly, if payments are not maintained current; and thirdly, if required forms are not provided for the child.
- *WITHDRAWAL – Parent Initiated** – We agree to notify the Learning Center or church office by July 1, 2017 if our child is not going to attend for this school year. We agree to notify the Learning Center or church office, as soon as possible, if our child will not be completing the school year. We agree to pay current month's tuition regardless of number of days in attendance.

Parent Signature _____

Date _____

KEEP A COPY FOR YOUR RECORDS