

**Prince of Peace Lutheran Church
Little Shepherds Learning Center
REGISTRATION 2021-2022**



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

Welcome and thank you for choosing our program at Prince of Peace Lutheran Church for your family! Little Shepherds is a part-time school year program offered August to May. We look forward to a year of caring and learning.

Check out our class and program information in our *Parent Handbook* on the church website www.princeofpeacedublin.org

May God bless your family,
Sue Miller, Director
littleshepherdschool@gmail.com
(614) 209-4554

**Information to register your child
for school year 2021-2022**

**Registration for current families and church members begins January 4, 2021.
Registration for community members begins February 1, 2021.**

1. Review class offerings, times, age criteria, days, registration fee, supply fee, and full tuition.
2. Choose the class that matches your child's age group.
If your first choice is not available, we will call to discuss class options.
3. Review the Tuition Agreement and the monthly payment plan and payment options.
4. Review the COVID-19 Health Screening and agree to follow the health orders recommended by the CDC.

Two Ways to Register

1. Mail a printed enrollment form to the Learning Center with your non-refundable registration fee of \$225 made payable to Prince of Peace Lutheran Church. Please write your child's name and class on the memo line of your check.

OR

2. Use our online enrollment form found on the church website at www.princeofpeacedublin.org. Click on the Little Shepherds tab and scroll to the registration information. The online form will request your registration fee. Online registration begins January 4, 2021.

Prince of Peace Lutheran Church
 Little Shepherds Learning Center
CLASS OFFERINGS 2021-2022



August 23, 2021 to May 18, 2022

Age 2.5 years	Little Lambs Toddlers	MW or TTh	9:25 to 11:45
Age 3	Lambs Preschool	MW or TTh	9:25 to 11:50
Age 3-4	Rainbows Preschool	MTW	9:25 to 11:50
PreK age 4	Shepherds PreK	MTWTh	9:15 to 12:00
PreK age 4-5	Disciples PreK	MTWTh	9:15 to 12:00
PreK age 5	Disciples 5 PreK	MTWTh	9:15 to 12:00
Kindergarten Enrichment		MT am	9:15 to 11:45
		MT pm	1:00 to 3:15

Toddlers:	toilet trained not required	Ratio	Days	Monthly Pymt
Little Lambs	age 2.5 by September 2021	2-8	MW am or TTh am	\$190
Preschool:	must be toilet trained	Ratio	Days	Monthly Pymt
Lambs	age 3 by October 2021	2-10	MW am or TTh am	\$190
Rainbows	age 4 by March 2022	2-12	MTW am	\$245
PreK:	must be toilet trained	Ratio	Days	Monthly Pymt
Shepherds	age 4 by October 2021	2-14	MTWTh am	\$300
Disciples	age 5 by March 2022	2-14	MTWTh am	\$300
Disciples 5	age 5 by October 2021	1-8	MTWTh am	\$300
Kindergarten Enrichment:		Ratio	Days	Monthly Pymt
Enrolled in formal KG program		2-10	MT am or MT pm	\$190

Prince of Peace Lutheran Church
Little Shepherds Learning Center
ENROLLMENT FORM 2021-2022



Child name _____

DOB _____

Gender _____

What name should we use for name recognition? _____

Does your child have a medical condition or food allergies? _____

What is your home language? _____

Parents' names _____

Address: _____ City: _____ Zip Code: _____

Parent email for school information _____

Permission to share contact information on the class roster? Yes No

Permission to use your child's photo/video in LSLC or church publications? Yes No

Are you a church member or current family of LSLC? Yes No

If sibling is also attending, list which other class _____

Are you willing to follow all COVID-19 requirements? Yes No

Please list your class selection:

First choice

Second choice

Office use only:

Class assignment _____

Payment date check# online Fee

_____ _____ _____ _____

Prince of Peace Lutheran Church
Little Shepherds Learning Center
TUITION AGREEMENT 2021-2022



We agree to the following to enroll and hold a place for our child _____
child's name

1. The non-refundable registration fee of \$225.00 is due with the enrollment form.
2. We agree that our child meets the age criteria and toilet training criteria for the class chosen.
Little Lambs age 2.5 by September 2021, toilet training not required; 8 each group with 2 teachers
2 day MW or TTh am Tuition \$1,900.00 monthly payment \$190
Lambs age 3 by October 2021, toilet training required; 10 each group with 2 teachers
2 day MW or TTh am Tuition \$1,900.00 monthly payment \$190
Rainbows age 4 by March 2022, toilet training required; 12 each group with 2 teachers
3 day MTW am Tuition \$2,450.00 monthly payment \$245
Shepherds Prek age 4 by October 2021, toilet training required; 14 each group with 2 teachers
4 day MTWTh am Tuition \$3,000.00 monthly payment \$300
Disciples Prek age 5 by March 2022, toilet training required; 14 each group with 2 teachers
4 day MTWTh am Tuition \$3,000.00 monthly payment \$300
Disciples 5 Prek age 5 by October 2021, toilet training required; 8 each group with 1 teacher
4 day MTWTh am Tuition \$3,000.00 monthly payment \$300
Kindergarten Enrichment enrolled in formal KG program; 10 each group with 2 teachers
2 day MT am or MT pm Tuition \$1,900.00 monthly payment \$190
3. We understand TUITION RATES are based on a 33 week program schedule. For ease of payments, tuition is divided evenly by a 10 month payment plan; which is offered August 1, 2021 to May 1, 2022. Monthly payments are due on 1st of each month. We agree to pay a late fee of \$10 after the 10th of each month. Payments can be mailed to the Learning Center; make checks payable to Prince of Peace Lutheran Church 5475 Brand Road Dublin Ohio 43017 Auto payment is available and encouraged. The church payment program is called BREEZE. Credit/debit card payments accepted with a service fee per transaction. Applications for this service will be provided with enrollment forms.
4. We agree to pay a \$36 charge for each check returned due to non-sufficient funds. No checks will be resubmitted.
5. We understand that full monthly payment is required regardless of holidays, vacations, illness, school closings, or withdrawal.
6. We understand that dismissal times are set for each class. We understand we must notify the Learning Center at (614) 209-4554 if we will be late picking up. We understand the school reserves the right to charge a \$15 late dismissal fee for each incident.
7. WITHDRAWAL – Parent initiated – We agree to notify the Learning Center or church office by July 1, 2021 if our child is not going to attend for this school year. We agree to notify the Learning Center if our child will not be completing the school year. We agree to pay the current month's payment regardless of number of days in attendance.
8. 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. We agree to pay the current month's payment regardless of number of days in attendance.

Parent Signature

Date

Keep a copy for your records
