



## Preschool / 2018-2019 Enrollment Application

**Child's Full Name:** \_\_\_\_\_  
Last First Middle

**Home Address:** \_\_\_\_\_  
\_\_\_\_\_

**Home Telephone:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ **Gender:** M \_\_\_ F \_\_\_

**Program:** Five Days \_\_\_\_\_ Three Days (M/T/W) \_\_\_\_\_ Two Days (Th/F) 3-year-olds only \_\_\_\_\_

### Parent/Guardian Information

#### Enrolling

**Parent/Guardian:** \_\_\_\_\_ / \_\_\_\_\_  
Last First Middle Relationship to Child

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Parent/Guardian:** \_\_\_\_\_ / \_\_\_\_\_  
Last First Middle Relationship to Child

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Parent Marital Status:** Married Divorced Widowed Single Domestic Partners

If divorced, who has legal custody? \_\_\_\_\_

Address of non-custodial parent: \_\_\_\_\_

Lucy School offers a comprehensive Primary/Elementary/Middle School program for children PreK through Eighth Grade. Please indicate your interest in the School's offerings in the coming years:

**Pre-K (only)** \_\_\_\_\_ **Pre-K/Primary/Middle School** \_\_\_\_\_ **Undecided** \_\_\_\_\_

Lucy School reserves the right to cancel any class because of inadequate enrollment.

Lucy School promotes diversity and does not discriminate in its admission policies.

Children must be three years old by September 1<sup>st</sup> to enroll. Exceptions may be granted at the discretion of the school. To be admitted, children must be fully toilet trained.

Please complete both sides of this form and include a \$50 non-refundable application fee (only applies to families not currently enrolled).

**I (we) have read both sides of this document, agree with the terms, and wish to enroll our child in the program indicated above for the 2018-2019 academic year.**

**Signature** (both parents/guardians): \_\_\_\_\_ / \_\_\_\_\_

**Date:** \_\_\_\_\_ **Date Received** (office): \_\_\_\_\_

# Preschool / 2018-2019 Enrollment Application

**Child's Full Name:** \_\_\_\_\_

Please indicate your choice of program and circle the payment plan: annual (1), semi-annual (2) or monthly (9). Tuition schedule below is based on a ten-month school program. When a student is admitted, the Registration Deposit becomes due and an Enrollment Contract will be mailed.

Program	Tuition	Registration Deposit	Annual Payment (1)	OR	Semi-Annual Payments (2)	OR	Monthly Payments (9)
5 Days	\$11,300	\$1,130 plus	\$10,170	or	\$5,130	or	\$1,145
3 Days	\$ 7,400	\$ 740 plus	\$6,660	or	\$3,360	or	\$ 750
2 Days	\$ 5,000	\$ 500 plus	\$4,500	or	\$2,280	or	\$ 510

School hours are 9:00 am - 3:00 pm (Fridays until 2:00 pm). The three-day program is Mon/Tue/Wed. The two-day program is Thu/Fri and only available for PreK 3.

The Registration Deposit is payable when the student is admitted and is not refundable after April 1, 2018. The annual tuition payment is due on August 1, 2018. Semi-annual payments are due on August 1, 2018 and on January 1, 2019. Nine monthly payments are due on the first day of each month; August 1, 2018 (1 of 9) through April 1, 2019 (9 of 9).

**Before and After School Care:** B/C and A/C is available for enrolled students. To help us plan, please indicate here whether you are interested in using this service by entering B for before care and A for after care:

**One day** \_\_\_\_\_ **Two days** \_\_\_\_\_ **Three days** \_\_\_\_\_ **Four days** \_\_\_\_\_ **Five days** \_\_\_\_\_

	<u>Before School 7:00 to 9:00 am</u>	<u>After School 3:00- 6:00 pm (2-6 Fri)</u>
<b>Per day</b>	\$10	\$15
<b>1-day program</b>	\$30/month or \$275/year	\$45/month or \$400/year
<b>2-day program</b>	\$60/month or \$550/year	\$90/month or \$800/year
<b>3-day program</b>	\$90/month or \$800/year	\$130/month or \$1,200/year
<b>4-day program</b>	\$110/month or \$1,000/year	\$155/month or \$1,400/year
<b>5-day program</b>	\$130/month or \$1,200/year	\$180/month or \$1,600/year

**Bus Transportation** is available to/from Frederick and Hagerstown, depending on interest.

**Credits and Tuition Assistance:**

A sibling credit will be applied to the annual tuition cost as follows: 10% (two children) and 15% (three children). Primary and Middle School siblings receive an additional credit of 5%. Families with siblings in before or after school care will receive a 10% credit for annual payments (due on August 1), or the last of ten monthly payments (August 1 – May 1) will be waived. No credit for per day care.

Need-based tuition assistance is also available (application deadline is February 15, 2018). The number of families that can benefit each year depends on the funds provided for this purpose by the Luce Fund for Children, which uses contributed funds generated through a variety of fundraising activities and events.

**Please enroll our child in the program(s) indicated above for the 2018-2019 school year.**

**Parent/Guardian Signatures:** \_\_\_\_\_ / \_\_\_\_\_

**Print Name(s):** \_\_\_\_\_ **Date:** \_\_\_\_\_