

Hayes Barton Baptist Preschool
 1800 Glenwood Avenue, Raleigh, NC 27608
 919-833-7125

Enrollment Application
 2010-2011

Check all the following that apply:

Currently enrolled at HBBP

Sibling of currently enrolled student

Member of HBBC

Waiting List for Current Year

General Public

Number of years your family has had a child continuously enrolled at HBBP

Step One: Complete student information below.

Child's Name: _____ Name Used: _____

Address: _____ Zip Code _____

Birth Date: _____ Please Circle: Male Female

Home Phone Number: _____

Father: _____ Work #: _____ Cell #: _____

Mother: _____ Work #: _____ Cell #: _____

Email Address: _____

Please list all known food and environmental allergies: _____

Who may we thank for referring you to HBBP? _____

Step Two: Indicate 1st and 2nd choice of class in which you'd like to enroll your child. Remember you are choosing a class schedule NOT a teacher. Birth date cutoff is August 31, 2010*. Children currently matriculated in a preschool program may continue with their peers based on the former date of October 16. Contact the director with questions about your child's placement.

- _____ Mon. Infants
- _____ Wed. Infants
- _____ M/W Infants
- _____ T/Th Infants
- _____ M/W Ones
- _____ T/Th Ones
- _____ M/W Twos
- _____ T/Th Twos
- _____ M/T/Th Threes
- _____ M/W/Th Threes
- _____ M - Th Fours
- _____ M - F Fives/TK*

*Children who are 5 by December 31 may be admitted to the Transitional Kindergarten program with teacher or director recommendation.

Step Three: Attach non-refundable registration fee. Registration Fee is equal to but not replacing one month's tuition.

| <u>Registration Fee</u> | |
|-------------------------|-------|
| 1 day/week— | \$130 |
| 2 days/week— | \$185 |
| 3 days/week— | \$220 |
| 4 days/week— | \$245 |
| 5 days/week— | \$285 |

Step Four: Sign and date the statements at the bottom and on the second page of this application. Incomplete forms will not be accepted.

Step Five: Submit this application to HBBP by mail or personally deliver to the Preschool Director's Office. Please do not give to a teacher. Application must be received by specified date to receive priority consideration.

January 25 at 1:30 pm— Current students and siblings

January 28 at 1:30 pm—Church members not currently enrolled.

February 1 at 9:30 a.m.—Open to general public

I understand and agree with the following:

- HBBP reserves the right to maintain a reasonable boy/girl ratio in each class.
- Three-year-olds must be completely potty-trained before the first day of school.
- Medical (including immunization record) and emergency forms must be completed and returned **PRIOR** to the first day of school

 Signature

 Date

HBBP creates a school directory for the convenience of parents (NOT for any commercial use). I give permission for my child's name, address, home phone number, and email address to appear in the directory. Yes _____ No _____

Signature

Date

I understand that advance tuition for September will be due by May 1, 2010. If the first payment is not received by May 7, 2010, my child will be considered withdrawn and the space will be given to another child, unless prior arrangements have been made with the director. Subsequent tuition payments are collected one month in advance and are due the first week of each month (September through April). Those payments that are not received by the 7th of the month will be assessed a \$15 late payment per child.

Signature

Date

I give my permission for my child's picture to be used for information purposes and to promote the understanding of quality childcare. Yes _____ No _____

Signature

Date

If applicable, I understand that I must have an Allergy Action Plan completed by a physician on file before my child can start school.

Signature

Date