



REGISTRATION FORM 2023-2024

Please fill out and return to:
 Orchard Park Presbyterian Church Learning Center: 1605 E 106th St. Indianapolis, Indiana
 46280 If you have any questions, please call **317.814.2488** or email **oppc@orchardpark.org**

Child's Name: _____ Nickname: _____

Date of Birth: ___/___/___ Gender: M F

Address: _____ City: _____ Zip: _____

Mother's Name: _____ Email: _____

Cell Phone: _____ Primary Contact?

Father's Name: _____ Email: _____

Cell Phone: _____ Primary Contact?

How did you hear about our program? _____

Do you have a church home? Yes No If yes, where? _____

Please give your first and second choice: All classes meet from 9am-2:15pm

Please use one form per child

Little Lambs	<i>18 mo by 8/1/2023</i>	<i>Choose 1st and 2nd</i>
Monday and Wednesday	\$290 per month	
Tuesday and Thursday	\$290 per month	
Monday, Wed. & Friday	\$430 per month	
Monday – Friday	\$700 per month	
TEDDY BEARS	<i>2 Years by 8/1/2023</i>	<i>Choose 1st & 2nd</i>
Tuesday and Thursday	\$270.00 per month	
Monday, Wed. & Friday	\$380.00 per month	
Monday-Friday	\$480 per month	
JR. PRESCHOOL <i>(must be potty trained)</i>	<i>Three Years Old by 8/1/2023</i>	<i>Choose 1st & 2nd</i>
Tuesday and Thursday	\$245.00 per month	
Monday, Wed., & Friday	\$355.00 per month	
Monday - Friday	\$455.00 per month	
SENIOR PRESCHOOL	<i>Four Years Old by 8/1/2023</i>	<i>Choose 1st & 2nd</i>
Monday - Thursday	\$455.00 per month	
Monday, Tuesday, Thursday, & Friday	\$455.00 per month	
Monday - Friday	\$505.00 per month	

AFTER SCHOOL CARE: Available Monday - Friday from 2:15 p.m. to 5:30 p.m. @ \$25 per day.

Yes, I am interested _____ No thank you _____ Would want more information _____

FEES DUE AT REGISTRATION: There is a \$175 Registration Fee per family. Fees are nonrefundable and are due at the time of registration. Make check payable to **OPLC** and put your child's name in the memo line.

FINANCIAL AND ENROLLMENT AGREEMENT 2023-2024

Please initial each section listed below, then sign and date at the bottom:

- _____ I would like my family contact information to be included in the family directory.
- _____ There is a \$175 nonrefundable REGISTRATION FEE per family that is due at the time of registration.
- _____ There is a one-time non-refundable SUPPLY FEE that is due by May 1, 2023. The fee ranges from \$100 for two days a week to \$200 for five days a week.
- _____ May 2024 TUITION is due by May 1, 2023. The fee is non-refundable upon withdrawal unless the child's spot is subsequently filled by another enrollment.
- _____ Tuition is figured for the year and divided into 9 equal installments.
- _____ Tuition is due at the first of the month beginning in September. Payments received after the 15th of the month will be assessed a \$10 late fee unless prior arrangements have been made with the Director.
- _____ Tuition **will not** be refunded for days absent due to illness, vacations, snow days or other reasons.
- _____ If withdrawing from the program for any reason, written notification must be submitted to the Director at least two weeks in advance.
- _____ I understand that I will be notified should my child become ill during the day and that I will pick up my child promptly. I will follow the procedures outlined in the Parent Handbook for bringing my child to school following an illness.
- _____ The Learning Center follows Carmel Clay School calendar for major holidays.
- _____ The Learning Center follows Carmel Clay School system for closures and delays in the event of inclement weather. A 2-hour delay will result in the preschool beginning at 10:30am.
- _____ I give permission for photos to be taken of my child and published on the website and other social media without name attached.
- _____ I give permission for photos to be taken of my child and used on bulletin boards within the school, in newsletters, and emailed/texted to me and other parents in my child's class.
- _____ You may provide my contact information to other parents within the Learning Center.

This agreement has been read, and it is understood that this agreement is not subject to cancellation except by mutual agreement and by consent of Orchard Park Learning Center.

Parent/Guardian Signature: _____ Date: _____

OFFICE USE ONLY

Check Number _____ Cash _____ Amount \$ _____ Date Rec'd _____