

# REGISTRATION INFORMATION PACKET

Included in this packet are:

- ❖ Registration Information for 2018-2019
- ❖ Registration Form (forms can also be found online)
- ❖ Class Choices Available and Fees

As always, if you have any questions regarding anything about registration please feel free to ask Robyn or Courtney!! 303-741-1073



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# HOPE PDO & PRESCHOOL

## 2018-2019 REGISTRATION INFORMATION

Registration information for 2018-2019 will be available early January. A registration fee (processing + supplies) per child plus September tuition is due at registration, and is **NONREFUNDABLE** for ANY REASON. Registration will begin at three separate times (outlined below), but will continue throughout the year.

**CHILDREN OF CHURCH MEMBERS ONLY:** Registration will begin on Sunday, January 7th and is open to Hope UMC members only January 7-January 14.

- Please fill out a form. All forms with payment will be due by Sunday, January 14<sup>th</sup>. Forms can be found on the website; [www.hopechangeslives.org](http://www.hopechangeslives.org). under the preschool tab, under forms.
- The registration form and money may be returned to the PDO mailbox or the PDO office. You do not need to get a priority number.

**CHILDREN CURRENTLY ENROLLED, SIBLINGS, AND ALUMNI FAMILIES':**

- Please turn in your registration form and check (one check per family is fine) into the office prior to January 17<sup>th</sup> before 9:00.
- This will begin on **Wednesday, January 17th**, with priority numbers starting at **6:30AM**. (see below for process to get priority number) Only one number per family is needed.
- Registration papers and checks arriving after 9:00, or without a computer priority number, will be put at the end of the list.
- If you do not hear from us by the end of the day on January 17<sup>th</sup>, you did receive your first choice. If your first choice is full, we will call you.

**OPEN REGISTRATION:**

- Each family will need to go online and get a priority number (process described below) at **6:30AM on Thursday, January 25<sup>th</sup>**.
- Registration processing will begin at 9:15 am on the 25th in Fellowship Hall. You need to be present for us to process your paperwork and priority number.
- A registration form will need to be turned in, along with payment, when your child has been placed. **This money is non-refundable.**
- Each person will know when they leave what their child has for the next year. Money will be taken only if your child is placed. If there is no room in the class for your child's age,

we will be happy to place you on our waiting list. There is no charge for this. And you will be called as soon as something does open.

**Registration Priority Website:**

**Current/Alumni Registration:** <https://www.eventbrite.com/e/hope-pdo-and-preschool-current-and-alumni-registration-tickets-41090379431>

**Open Registration:** <https://www.eventbrite.com/e/hope-pdo-and-preschool-open-registration-tickets-41094763544>

You will need this link to be able to register, as you will not be able to find it going to the Eventbrite website. These sights will be open at 7am on the morning of registration. It would be easiest to have it already in your browser prior to 6:30am. The website is also on [Hopechangeslives.org](http://Hopechangeslives.org), under the preschool tab, under forms. After filling in your information, you should receive an email confirmation, but not the order your number is in. If you do not, please email Robyn at [robyn.maxum@hope-umc.org](mailto:robyn.maxum@hope-umc.org) right away.

**Other notes:**

- **NO TEACHER REQUESTS** will be taken. Our qualified staff will be spending time and helping place each child in the best class for them.
- If you are interested in possible teaching, assisting, or volunteer positions, please let us know.
- **Registration fees plus September tuition are non-refundable for any reason.**

Need more information? Call the PDO office at 303-741-1073 or stop by the office and Robyn or Courtney can help you.

## Hope PDO and Preschool Choices Available and Fee's

**Jr-K:** M-F (Birthday before October 1, 2013)

**Pre-K:** MWF, TThF, MTWTh, M-F

**3 year olds** (must be 3 by 10-1) MWF, MTTh, TTh, T-F

**2 year olds:** (must be 2 by 10-1) MW, WF, MF TTh

**1 year olds:** choose one day M-F (Must be 1 and walking by end of July)

**Fee's:** Fee's due at the time of registration consist of a registration fee (processing and supplies) AND all of September tuition for each child. **This is non-refundable for any reason!** Checks should be written out to Hope U.M.C. (United Methodist Church)

Fee's due per child at registration are as follows: (one check per family is fine)

1 day a week tuition (\$110) plus registration fee (\$130) = \$240

2 days a week tuition (\$220) plus registration fee (\$130) = \$350

3 days a week tuition (\$330) plus registration fee (\$130) = \$460

4 days a week tuition (\$440) plus registration fee (\$130) = \$570

5 days a week tuition (\$550) plus registration fee (\$130) = \$680

Monthly Tuition Fees for 2018-2019 will be:

1 day a week- \$110

2 days a week- \$220

3 days a week- \$330

4 days a week- \$440

5 days a week- \$550

**HOPE PDO & PRESCHOOL**  
**2018-2019 Registration Form**

Please fill out one registration form per child.

Child Name: \_\_\_\_\_  
                                First                                Last                                Nickname

Gender                    \_\_\_\_\_                    \_\_\_\_\_  
                                Male                    Female

Birthday                \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
                                MM                    DD                    YYYY

Hope Member (yes/no) \_\_\_\_\_                    Previously Enrolled (yes/no) \_\_\_\_\_

**CONTACT INFORMATION**

Mother's Name: \_\_\_\_\_  
                                First                    Last

Cell Phone: \_\_\_\_\_

Email                    \_\_\_\_\_ @ \_\_\_\_\_

Father's Name: \_\_\_\_\_  
                                First                    Last

Cell Phone: \_\_\_\_\_

Email                    \_\_\_\_\_ @ \_\_\_\_\_

Address: \_\_\_\_\_  
                                Street Address

\_\_\_\_\_                    \_\_\_\_\_                    \_\_\_\_\_  
                                City                    State                    Zip Code

**Turn in this form along with a \$130 Registration fee and 1<sup>st</sup> month's tuition.  
The \$130 Registration fee is per child and includes ALL SCHOOL SUPPLIES.**

**Junior Kindergarten - 5 year olds** (must be 5-years-old by October 1st)

Children must be of Kindergarten age and enrolling in a Kindergarten program the following year

Monday - Friday	5 days a week	
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Check your 1<sup>st</sup> and 2<sup>nd</sup> choice under the appropriate age group.

**First Choice**

**Second Choice**

**Pre-Kindergarten 4 to 5 year olds** (must be 4-years-old by October 1<sup>st</sup>)

Monday - Friday	5 days a week		Monday - Friday	5 days a week	
Monday - Thursday	4 days a week		Monday - Thursday	4 days a week	
Monday/Wednesday/Friday	3 days a week		Monday/Wednesday/Friday	3 days a week	
Tuesday/Thursday/Friday	3 days a week		Tuesday/Thursday/Friday	3 days a week	

**Preschool Program**

**3 to 4 year olds** (must be 3-years-old by October 1<sup>st</sup>)

Tuesday- Friday	4 days a week		Tuesday - Friday	4 days a week	
Monday/Wednesday/Friday	3 days a week		Monday/Wednesday/Friday	3 days a week	
Monday/Tuesday/Thursday	3 days a week		Monday/Tuesday/Thursday	3 days a week	
Tuesday/Thursday	2 days a week		Tuesday/Thursday	2 days a week	

**2.5 year olds**

Monday/Wednesday/Friday	3 days a week		Monday/Wednesday/Friday	3 days a week	
Tuesday/Thursday	2 days a week		Tuesday/Thursday	2 days a week	

**Parents-Day-Out - 2 Year-Olds** (must be 2-years old by October 1<sup>st</sup>)

Monday/Wednesday	2 days a week		Monday/Wednesday	2 days a week	
Monday/Friday	2 days a week		Monday/Friday	2 days a week	
Wednesday/Friday	2 days a week		Wednesday/Friday	2 days a week	
Tuesday/Thursday	2 days a week		Tuesday/Thursday	2 days a week	

**1's and Growing - Must be 1-years-old and walking by the end of July to participate in program.**

Monday	1 day a week		Monday	1 day a week	
Tuesday	1 day a week		Tuesday	1 day a week	
Wednesday	1 day a week		Wednesday	1 day a week	
Thursday	1 day a week		Thursday	1 day a week	
Friday	1 day a week		Friday	1 day a week	
Monday/Friday	2 days a week		Monday/Friday	2 days a week	

If your child will be 2 by end of 2018, it may be possible to attend 2 days - Monday/Friday will be the only option. Please mark that as your 1<sup>st</sup> choice, along with a 2<sup>nd</sup> choice, and we will notify you.

**Tuition Rates**

1 Day a week	\$110 / Month
2 Days a week	\$220 / Month
3 Days a week	\$330 / Month

**1<sup>st</sup> Months Tuition Plus Registration Fee (\$130)**

1 Day a week Plus Registration Fee	\$240
2 Days a week Plus Registration Fee	\$350
3 Days a week Plus Registration Fee	\$460

4 Days a week	\$440 / Month	4 Days a week Plus Registration Fee	\$570
5 Days a week	\$550 / Month	5 Days a week Plus Registration Fee	\$680