

St. Luke's Day School
Cover Page & Checklist – 2020-2021 School Year

Registration Priority:

Currently Enrolled (2019-2020) Student	(due date 2/3/2020 by 6pm)
Currently Enrolled New Sibling	(due date 2/3/2020 by 6pm)
SLUMC Church Member (including The Story)	(due date 2/11/2020 by 6pm)
Community	(due date 2/14/2020 by 6pm)

Information:

Child's Last Name _____ First Name _____

Program	9 Month Program	Luke's Place 12 month Program	Kaleidoscope TK			
Age Group	Infants	Toddlers	Twos	Threes	PreK (Fours)	Kaleidoscope TK
Sibling(s) applying?	Yes	No	If yes, program _____ and age group _____			

Parent Name _____

Parent Email _____

Parent Phone _____

Checklist:

I have...

- Read instructions
- Completed Application for Enrollment for each child
- Completed Payment Information Form for each child and enclosed check or money order, if applicable
- Placed application, checklist, and payment information form for all children applying in one envelope for submission to the Day School office by priority due date.

I understand that...

Acceptance and waiting list letters will be mailed by March 13, 2020

If my child is accepted,

- Payments (credit card and ACH) will be run or checks deposited the week of March 16.
- If child is not placed in first choice, he/she is automatically placed on the waiting list for first choice. The Registrar will contact me if first choice program/class becomes available.
- Additional payments must be made and deadlines met to confirm enrollment: Advance tuition for May 2021 (9-Month and Kaleidoscope due May 1, 2020) or August 2021 (Luke's Place due August 1, 2020); July 1, 2020 - forms; August 17, 2020 - Activity/Supply Fee.
- If enrollment declined, written notification is due no later than March 31, 2020 in order to receive a tuition refund. Registration Fee is non-refundable and September 2020 advance tuition is non-refundable after March 31, 2020.

If my child is wait listed, no payments will be run. Checks submitted with application will be returned. The Registrar will contact me if a place becomes available.

Parent Signature: _____ Date: _____