



# The Preschool at Doylestown United Methodist Church

320 E. Swamp Road  
Doylestown, PA 18901  
215-345-9775

Monthly tuition

2-Day Preschool Program for children 3 - 4 years old \$225

\*Beginning September 2022, children must be three years old *and* toilet trained by September 1.

\*Beginning January 2023, children must be three years old *and* toilet trained by January 1.

Tuesday & Wednesday *or* Thursday & Friday 9:00-11:30am

3-Day Kindergarten Readiness for children 4 - 5 years old \$295

\*Beginning September 2022, children must be four years old *and* toilet trained by September 1.

Monday, Tuesday & Wednesday 9:00-11:30am or 12:30-3:00pm

Afternoon Adventures \$225

Companion Enrichment Program to our 3-day Kindergarten Readiness materials fee \$75

Tuesday & Wednesday 11:30am - 2:30pm, includes lunch

5-Day Growing Into Kindergarten for children 5 years old \$360

Developmental Readiness with Music Enrichment

Monday through Friday 9:00-11:30am

Discovery \$225

Companion Enrichment Program to our 5-day *or* AM Kindergarten materials fee \$75

\*This program is for children 5 - 6 years old. Maximum age limit is 6 years old through May 2023

Tuesday and Wednesday 11:30-2:30pm, includes lunch

## Required at time of Registration:

- ◆ Completed Registration Form
- ◆ \$70 Activity Registration Fee - This fee is non-refundable.
- ◆ \$75 Special Materials Fee additional for Afternoon Adventures and Discovery only - This fee is non-refundable.
- ◆ May 2023 Tuition Payment - This fee is non-refundable after 6/30/22.
- ◆ Make checks payable to "Preschool at DUMC"

For more information or to register your child, please call the school at 215-345-9775.  
Anyone wishing to tour our facility is welcome to do so. Please telephone to arrange a visit.





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Doylestown United Methodist Church*

**2022-2023 Registration Form**

Child's Name: \_\_\_\_\_ Male \_\_\_ Female \_\_\_

Preferred Name to call your child: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent's Names: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Mom e-mail: \_\_\_\_\_

Dad email: \_\_\_\_\_

Cell: Mom: \_\_\_\_\_ Dad: \_\_\_\_\_

Work: Mom: \_\_\_\_\_ Dad: \_\_\_\_\_

Home telephone: \_\_\_\_\_ Are you a church member of DUMC? \_\_\_\_\_

How did you hear of us? \_\_\_\_\_ website \_\_\_\_\_ friend \_\_\_\_\_ neighbor \_\_\_\_\_ our sign \_\_\_\_\_

Current DUMC Preschool Teacher: \_\_\_\_\_

Permission for the above information to appear on your child's class list? Yes \_\_\_\_\_ No \_\_\_\_\_

**Check program desired:**

\_\_\_\_\_ 2-Day Program  
T/W or Th/F (please circle)

\_\_\_\_\_ 2-Day Program – beginning January 2023  
Thurs/Fri only

\_\_\_\_\_ 3-Day Kindergarten Readiness  
AM or PM (please circle)

\_\_\_\_\_ Afternoon Adventures  
T/W only

\_\_\_\_\_ Growing Into Kindergarten

\_\_\_\_\_ Discovery  
T/W only

Your child's placement, and classroom assignment, are carefully considered by the Directors.  
Please list any special concerns you may have:

\_\_\_\_\_

- ◆ All registered students must have prescribed childhood immunizations
- ◆ Any allergies/medical conditions we should be aware of: \_\_\_\_\_  
\_\_\_\_\_
- ◆ Does your child currently have an IEP? \_\_\_\_\_
- ◆ Does your child receive learning support for OT, PT, Speech, other? \_\_\_\_\_  
\_\_\_\_\_

# *The Preschool at Doylestown United Methodist Church*

320 East Swamp Road • Doylestown, PA 18901

## **Financial Policy**

2022-2023

**By enrolling your child you agree to abide by the terms listed below:**

Signature required

Child's name \_\_\_\_\_

Signature, parent or guardian \_\_\_\_\_

Printed name \_\_\_\_\_ Date \_\_\_\_\_

### **TUITION**

- Tuition is comprised of the **YEARLY** cost of your preschool program, broken down for your convenience into monthly payments.
- Preschool policy **does not** allow for programs to be pro-rated, therefore tuition is payable in full, regardless of the number of sessions held, number of classes attended, number of holidays, or cancellations due to inclement weather, terrorism, civil disobedience, or acts of God. In the event of an emergency school closing, refunds or make-up days will not be offered.
- September's tuition is due by September 1, 2022 in order for your child to start the school year.
- Tuition for May 2023 is pre-paid at time of registration for the school year. This pre-payment reserves your child's placement.

### **FEES**

- A registration fee is charged for each Preschool, Music, Yoga and Art class. There is only one registration fee per class type per family per school year. Registration fees are **NOT** refundable.
- A fee of \$15.00 will be added to your account for each returned check. All tuition must be paid in cash if two checks are returned during the school year.
- A late fee of \$10.00 will be added to your account for any payment not received by the 10<sup>th</sup> day of the month.

### **REFUNDS**

- All tuition is refundable up to June 30<sup>th</sup>. After June 30<sup>th</sup> tuition will **NOT** be refunded.
- Registration fees are **NON-REFUNDABLE**.
- All tuition refund requests must be sent **IN WRITING** to the Preschool Directors by 6/30/23.

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# Financial Policy

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## PAYMENTS

- Billing statements will be mailed monthly. This statement will reflect account activity for the previous 30 days.
- All payments for Preschool tuition are due on the first day of each month. Session payments for Music, Yoga, Art and Time for Twos are due at the time of registration.
- Tuition payments should be mailed to the school or left in the tuition box in the Preschool office. **DO NOT** leave tuition payments with teachers or aides, or in backpacks and tote bags.
- Parents wishing to obtain a receipt for payment may obtain one from the Preschool office. This is strongly recommended for those parents wishing to pay with cash.
- **Any child who is more than thirty days (30) behind on tuition will not be allowed to attend classes until their account is current.** This includes any arrears, current month's tuition, and pre-registrations.
- Parents agree to reimburse the school for any expenses required by the school to obtain payment on past due accounts, including but not limited to bank fees for returned checks, court costs, and legal fees.
- Progress reports will be withheld for any child whose account is not current.

## CHECK POLICY

By using a check for payment, you agree to the following terms: In the event your check is dishonored or returned for any reason, you authorize us to electronically (or by paper draft) re-present the check to your bank account for collection of the amount of the check, plus any applicable fees as permitted by state law.

## DISCOUNTS

- Families with 2 siblings enrolled will receive a 10% discount.
- Families with 3 or more siblings enrolled will receive a 15% discount.