

**2011-2012 ENROLLMENT APPLICATION  
GRACE COOPERATIVE PRESCHOOL  
2100 Tice Valley Boulevard Walnut Creek, CA 94595  
(925) 935-2100**

Please complete the following application and mail to the Membership Coordinator to reserve enrollment at Grace Cooperative Preschool for Fall 2011. A non-refundable, per family application fee must accompany this form. Make checks payable to "Grace Cooperative Preschool". Check one:

\$25 for returning families                       \$50 for new families

MAIL TO → Jennifer Slattengren 49 Audrey Lane, Pleasant Hill 94523 jentz333@aol.com
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**\*\* A NEW APPLICATION MUST BE COMPLETED FOR EACH CHILD \*\***

Class (Check One):		
<input type="checkbox"/> Tuesday/Thursday	<input type="checkbox"/> Monday/Wednesday/Friday [Pre-K]	<input type="checkbox"/> Monday-Thursday [Developmental K]
3 year olds Child must be 3 by 12/2/11	4 year olds Child must be 4 by 12/2/11	5 year olds Child must be 5 by 12/2/11
Child's Information		
Name: _____ Child's Birthdate: _____ Gender: <input type="checkbox"/> M <input type="checkbox"/> F		
Address: _____ City & Zip Code: _____		
Previous preschool experience? <input type="checkbox"/> YES <input type="checkbox"/> NO Where? _____		
Parent Information		
Parent (1) Name : _____ Best Email: _____		
Best Phone # : _____ Employer: _____		
Parent (2) Name: _____ Employer: _____		
Co-oping Information		
Who will be co-oping for your child?		
Name: _____ Relationship to Child: _____		
Name: _____ Relationship to Child: _____		
Child Care Information		
Are you interested in child-care for younger siblings or expected siblings at the preschool on the days you co-op? <input type="checkbox"/> YES <input type="checkbox"/> NO [Note: Siblings must be under 2 years and 9 months.]		
Sibling's Name: _____ Birthdate: _____		
Sibling's Name: _____ Birthdate: _____		
Has another child in your family attended Grace Preschool? <input type="checkbox"/> YES <input type="checkbox"/> NO		
If yes, child(ren)'s name(s): _____		

## PRIORITY REGISTRATION

Priority enrollment is given to returning families, alumni, and Grace Presbyterian Church members until February 15, 2011. After February 15th, enrollment will be open to the general public. Upon receipt of the application and application fee, your child's name will be placed on our list of prospective students. If the class is full, the child's name will automatically be placed on our waiting list. You will be notified by the Membership Coordinator regarding your child's placement in the preschool.

## FINANCIAL OBLIGATIONS

A deposit equal to first and last months' tuition, maintenance and manual security deposits is required by July 1st. The first and last months' tuition will be applied accordingly, and housekeeping/maintenance deposits will be refunded upon completion of work parties and return of the manual. It is your responsibility to see that this deadline is met or arrangements have been made with the Membership Coordinator for payment in order to guarantee your child's enrollment for Fall.

After the Membership Coordinator has received this application and your application fee you will be issued additional paperwork in May that is needed to complete the enrollment process. This paperwork is also due no later than July 1st.

Anyone with an outstanding deposit or incomplete paperwork who has not made arrangements for payment and/or completion with the Membership Coordinator is at risk of losing their child's enrollment status.

Any families submitting a notice of withdrawal from the program after July 1st will forfeit September's tuition. A refund of the remaining deposit collected will be issued at that time.

The Director and the preschool's Executive Board reserve the right to review any cases with extenuating circumstances.

**Please mail completed application and fee to Membership Coordinator.**

Parent's SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

For staff use only:

Date application received: \_\_\_\_\_

Application fee: \_\_\_\_\_

Deposit: \_\_\_\_\_

Notes: \_\_\_\_\_