



2024-2025 ENROLLMENT APPLICATION

Submitting a completed application and non-refundable application fee reserves your space for enrollment. Although the application fee is per family, applications must be completed for each child. To apply by mail: Mail application with check made payable to Grace Cooperative Preschool to Joy Martin, Grace Cooperative Preschool, 2100 Tice Valley Blvd, Walnut Creek, CA 94595. To apply digitally: Email application to GraceTeacherJoy@gmail.com and submit application fee via Zelle to gracepreschooltreasurer@gmail.com or via Venmo to @GraceCoop-Preschool

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|--|---------------------------|--|---------------------|
| | \$25 returning family fee | | \$60 new family fee |
|--|---------------------------|--|---------------------|

We offer a two year old class for children 24 months - 2.9 years offered Monday- Thursday and a mixed age class for children 2.9- 5 years offered Monday - Friday.

Please circle the days you would like your child to attend.

| | | | | |
|---------------|----------------|------------------|-----------------|---------------|
| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---------------|----------------|------------------|-----------------|---------------|

CHILD INFORMATION

Name _____ Birthdate _____

Address _____

Has your child had previous preschool experience? Yes/No If yes, where? _____

PARENT INFORMATION

Parent Name _____ Best Phone _____

Best Email _____ Employer _____

Parent Name _____ Best Phone _____

Best Email _____ Employer _____

Who will be co-oping for your child?

Name _____ Relationship to child _____

Name _____ Relationship to child _____

PARENT-RUN ON-CAMPUS NURSERY

There is an on-campus nursery run by parents from the co-op. Please let us know if you are interested in more information and a representative will contact you. YES/NO

Sibling Name _____ Sibling Birthdate _____

PRIORITY ENROLLMENT

Priority enrollment is given to returning families, alumni and members of Grace Presbyterian Church until February 1. After February 1st, enrollment applications will be open to the public and processed in the order in which they are received. You will be notified by the Membership Coordinator regarding your child's placement in the preschool once the application is received.

FINANCIAL OBLIGATIONS

After the Membership Coordinator has received this application and application fee, you will be issued additional paperwork by May that is needed to complete the enrollment process. This paperwork is due completed and returned no later than June 15.

An enrollment fee, housekeeping fee and maintenance deposit are also required by June 15. The fees will be applied accordingly and the maintenance deposit will be refunded upon completion of work. 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.

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 after July 1st will forfeit the initial enrollment fee. A refund of the remaining deposit collected will be refunded at that time. The Director and the preschool's Executive Board reserve the right to review any cases with extenuating circumstances.

Parents and/or Co-ops: Is there any state or federal conviction of a crime in California or any other location that may preclude you from working with children? Please circle one: YES NO

Parent Signature _____ Date _____

How did you hear about Grace? _____