

# DELAWARE COOPERATIVE PRESCHOOL

55 West Lincoln Avenue, Delaware, Ohio 43015

[www.dcpkids.com](http://www.dcpkids.com) 740-369-7808

# REGISTRATION FORM

Child's Name (to be used in classroom): \_\_\_\_\_ Birthdate: \_\_/\_\_/\_\_ Gender: M or F

Parents' or Guardians' Names: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Family's Address:(street, city, state, zip): \_\_\_\_\_

Father's Phone: \_\_\_\_\_ Additional Phone: \_\_\_\_\_

Mother's Phone: \_\_\_\_\_ Additional Phone: \_\_\_\_\_

Family's Main E-mail Address: \_\_\_\_\_

On August 1st, your child will be \_\_\_\_\_ years old.

(Your child must be 3 years old by August 1st to enroll in Preschool and 2 years old by August 1st to enroll in Toddler Time.)

**MEMBERSHIP FEE: \$60 Payable with completion of this registration form.**

**SELECTION OF SESSIONS:** Please circle the classes you are requesting. **Registration is on a first come, first serve basis.** Member Registration begins Feb. 1st. Open Registration for the community begins at our annual February Open House. DCP is committed to providing students and families with equal opportunity to education without discrimination based on race, color, veteran status, religion, national origin, political affiliation, sex, sexual orientation, or age. Classes are offered based on a minimum enrollment size.

**TODDLER TIME:** Tuesday Wednesday Thursday \$400 (for each session)

**PRESCHOOL:** Monday Tues. AM Tues. PM Wednesday Thurs. AM Thurs. PM Friday \$550 (for each session)

# of sessions \_\_\_\_\_ X fee per session \_\_\_\_\_ = \_\_\_\_\_ total tuition due + \$30 cleaning fee = \_\_\_\_\_

### Payment Options:

- Option 1: Entire tuition plus cleaning fee paid on or before August 1st.
- Option 2: Tuition plus cleaning fee paid in three equal installments and paid August 1st, November 1st and February 1st.

By checking an above option, the undersigned agrees to a payment plan. Payments will be made either in the form of a personal check or money order and will be mailed to DCP or placed in the school's lock box. Cash cannot be accepted.

- I plan to use a Dependent Care Flexible Savings Account to pay DCP and will require documentation.

**Withdrawal:** If you must withdraw your child, you must provide a 30-day written explanation for withdrawal and are responsible for paying tuition for 30 days following the notice. There will be no refunds after March 1st.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### For Office Use Only: Registration Fee/Tuition/Cleaning Payments Received:

Date Received: \_\_\_\_\_ Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_  
Amount: \_\_\_\_\_

Date Received: \_\_\_\_\_ Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_  
Amount: \_\_\_\_\_