



A Co-operative Preschool

9019 Little River Turnpike, Fairfax, Virginia 22031 • 703-250-6101 • www.providencenurseryschool.com

Application for the 2018-2019 School Year

Child's Information

Child's Name: \_\_\_\_\_ Sex: F M
Name child likes to be called: \_\_\_\_\_ Birth date: \_\_\_\_\_
Address: \_\_\_\_\_ Street City Zip Code
Parent Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Enrollment Information

Class: Please use the ... to indicate first & second preference, if applicable. Your child must be of appropriate age for the desired class on or before September 30, 2018. See attached class descriptions for more information. \* Three-year olds in the 3/4's class must turn 4 by January 31, 2019.

- ... [ ] Child's Day Out (CDO), Mon/Fri
... [ ] Two's Class, Tue/Thu
... [ ] Three's Class, Mon/Wed/Fri
... [ ] Three/Four's Class, 3 yrs old\*, Tue/Wed/Thu
... [ ] Three/Four's Class, 4 yrs old, Mon/Tue/Wed/Thu
... [ ] Four's Class, Tue/Wed/Thu/Fri

Co-op/Buy-out Option: [ ] Co-op [ ] Buy-Out

Family Job Requirement: For planning purposes, please indicate if there is a particular position/job you would be interested in. This does not commit you to that position/job nor does it guarantee that it will be assigned to you.

- [ ] E-Board Position - please circle one: President, VP Administration, Treasurer, Secretary, VP Enrollment, VP Forms, Asst. Treasurer, Fundraising Chair.
[ ] Class Rep [ ] Maintenance Chair [ ] Social Committee Chair
[ ] Other family job: .....

Membership Category:

- [ ] Current PNS Family [ ] Alumni Family (year: .....)
[ ] New Family [ ] Member of Providence Presbyterian Church

Parent/Guardian Information

[ ] Mother [ ] Guardian [ ] Father [ ] Guardian
First Middle Last First Middle Last
Address City Zip Address City Zip
Home Phone Cell Phone Home Phone Cell Phone
Email Address Email Address

## Additional Information

How did you learn about Providence Nursery School?.....

Did you get a tour of the school (new families only)?.....

Do you understand PNS membership responsibilities/requirements?.....

Do you have any concerns fulfilling those responsibilities/requirements?.....

Does your child have any special needs or developmental delays?.....

Does your child receive services from Fairfax County Public Schools, Child Find, or any type of early intervention program? Please explain.

.....

Does your child have any allergies? .....

Does your child have any medications that would need to be stored at the school? If so, please explain. ....

.....

Is your child up to date on vaccinations, as recommended by the CDC? If no, please explain. ....

.....

*Providence Nursery School (PNS) does not discriminate on the basis of race, color, differing abilities, national or ethnic origin, gender or creed in the administration of its educational policies, admission policies, scholarship or other school programs.*

## Parent Agreement Statement

*Please make a copy for your records.*

I/We have read the enrollment/membership information and understand the following:

- 1) The \$75.00 Registration Fee is non-refundable;
- 2) The enrollment process is based upon a priority schedule. In some cases, a lottery may need to be held;
- 3) All forms become the property of PNS and will not be copied or returned to a family for any reason;
- 4) At a later time, I/we will receive school forms. When the forms are submitted, I/we will be required to pay a tuition advance equal to the May 2019 tuition, plus one-half the annual materials fee. If the tuition advance and materials fee payments do not accompany the school forms by the stated due date, my child's name will be removed from the class roster. The first child on the waiting list will be entitled to the opening;
- 5) If we are a NEW family, in order to guarantee a spot in the desired class, my May 2019 tuition advance and one-half the materials fee are due by March 1, 2018. If the tuition advance and materials fee payments are not received by this date, my child's name will be removed from the class roster.

In the event of voluntary withdrawal, the tuition advance and materials fee will be refunded only in the following circumstances:

- If withdrawal occurs prior to the first day of school, members must give written notice by July 1, 2018 to the Vice President of Membership/Enrollment to receive a full refund of the tuition advance and materials fee. **No refunds will be given after July 1, 2018.**
- If a family must withdraw from the school during the school year due to extenuating circumstances, they must submit written notice to the Vice President of Membership/Enrollment as soon as possible, explaining the situation and they may request a refund. The Board of Directors will then vote as to whether a refund will be granted.

Mother's or Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Father's or Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please make the \$75.00 check payable to Providence Nursery School, Inc.

Mail to: Providence Nursery School, 9019 Little River Turnpike, Fairfax, VA, 22031, Attention: Enrollment

(For PNS Use Only)

Fees: \$

Date Received:

Received by:

Enrollment/Wait List: