

## St. Columbkille Preschool 2019-2020 Registration Form

Child's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M / F

Child's Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (birth date must be on or before July 31, 2015)

Mother's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ cell / home

Father's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ cell / home

Child lives with: \_\_\_ both parents \_\_\_ mother \_\_\_ father \_\_\_ guardian

Child's Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

\* Primary E-Mail (PLEASE PRINT CLEARLY) \_\_\_\_\_

**\*NOTE:** We will use the e-mail above to notify you of your child's enrollment status & session on or before Feb. 14.

**Eligibility:**

St. Columbkille Preschool welcomes all children regardless of race, color, national or ethnic origin who will have reached the age of four years old by July 31, 2019. Toilet training is a prerequisite.

**Preschool Session Offerings:**

We are offering 3 options for families to consider. Final session offerings will be determined by enrollment numbers. Our **MWF afternoon** session will only be offered if there is enough interest. To help ensure enrollment, it is important that you number all sessions you would consider for your child. If a session is left blank, we will assume your child cannot attend that session. If your preferred (numbered) sessions have been filled, or will not be offered, your registration form and fee will be returned.

**Session Times:**

We are currently unable to provide daycare services or before or after school care for Preschoolers. Please be sure it is possible for your family to adhere to arrival and dismissal times prior to enrolling. Please note arrival and dismissal times carefully.

**Session Preferences** (Indicate all sessions your child can attend with the numbers **1-3**).

Preference (1 <sup>st</sup> -3 <sup>rd</sup> )	Session	Doors Open	Dismissal	Tuition (annual or monthly EFT)	Registration Fee
	MWF Morning	8:00 – 8:15	10:55 – 11:00	\$ 1250 annual or \$125/month x 10	\$125
	T-TH Morning	8:00 – 8:15	10:55 - 11:00	\$ 1100 annual or \$110/month x 10	\$125
	MWF Afternoon	12:25 - 12:30	2:50 – 3:00	\$ 1180 annual or \$118/month x 10	\$125

**During the early registration period, registrations are processed using the enrollment criteria below.**

**Enrollment Criteria** (listed in order of consideration, please check all that apply)

1. Child was enrolled in the current preschool session at Sacred Heart..... \_\_\_\_\_
2. Family is currently registered as parishioners of St. Columbkille Parish..... \_\_\_\_\_
3. Child has siblings currently enrolled in St. Columbkille Elementary School..... \_\_\_\_\_
4. Parent is an employee of St. Columbkille Parish..... \_\_\_\_\_
5. Years family has been registered members of St. Columbkille ..... \_\_\_\_\_  
(The parish office will verify and/or provide registration dates to the preschool.)
6. Non-parishioners may enroll in remaining spots on a first-come, first-serve basis..... \_\_\_\_\_

**Registration Process:**

In order to be considered in the early enrollment period, a completed registration form and the non-refundable registration fee (checks payable to St. Columbkille) must be received in the preschool office by 9:00 a.m. on Tuesday, February 5. Families will be notified of their enrollment status by Thursday, February 14. After this time, registration in remaining spaces will take place on a first-come, first-served basis. Registration materials can be delivered to the school office in person, placed in the school drop box outside the Main Entrance on the west side of the building, or mailed to: St. Columbkille Catholic School, 224 E. Fifth St. Papillion, NE 68046.

## St. Columbkille Preschool Information

Please read the following information carefully, sign and date.

### Tuition Payment Policy

- A separate, non-refundable \$125 registration fee is due with your child's registration form (no exceptions). The registration fee holds your child's space until June 1, 2019 at which time tuition and/or EFT forms are due.
- A Tuition Agreement form will be mailed to your home once your child's registration is confirmed
- Families may choose from the following payment options for payment of yearly tuition
  - Make 1 full tuition payment by check (due August 15, 2019)
  - Make 2 bi-annual payments by check (due August 15, 2019 & February 15, 2020)
  - Make 10 monthly EFT payments (beginning in July 2018 and ending in April 2019)
- A tuition payment schedule and EFT form if choosing opt. 3 will be sent once your child's registration is confirmed
- All tuition must be current at the semester as a prerequisite for attending the next semester or for enrollment in other parish programs.

### Childhood Immunizations

Nebraska State Law requires all preschool children to be current on immunizations prior to the start of the school year, and St. Columbkille follows the state requirement. Details of current preschool immunization requirements will be sent home in the spring.

### Medical and/or Educational Needs

Please list any medical or educational needs we should be aware of (i.e. allergies, asthma, speech/language services, etc.)

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### Student Photographs/Media Release

On occasion, photographs of students may appear on the parish website or other publications. Parents who do not wish their children's photographs to be placed in public media must notify the school in writing prior to the beginning of school.

### Sign & Date

If my child is enrolled in St. Columbkille Preschool, I agree to abide by all parish and preschool policies, rules and procedures. If my family is registered as parishioners of St. Columbkille Parish, I agree to participate in the annual stewardship process and service hour commitment.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

### Where do I go for additional information?

We encourage families to check for Preschool information on the parish website or the school website at [www.saintcolumbkilleschool.org](http://www.saintcolumbkilleschool.org) under the Resources tab. Our daily routine, answers to frequently asked questions, and other information can be found there. If you still have questions, please contact us.

We can be reached by phone at 402-339-8706 or e-mail Mrs. Foreman at [foreman@saintcolumbkilleschool.org](mailto:foreman@saintcolumbkilleschool.org)