

## **The Church of the Hills Preschool Registration Information School Year 2010-2011**

We are pleased your family is considering The Church of the Hills (COH) for your child's preschool experience. Our preschool hours are 9:30 a.m. - 1:00 p.m. Monday - Friday. We offer classes for one, two, three, and four-year-olds (pre-K). Please see the below class offerings page for more information.

If you would like to register your child for the 2010-2011 school year, please print out the registration form on this web site and mail it or bring it by the preschool office. Please include your top two choices on the form. A check or money order for the registration fee must be included with the registration form. If your choice of classes is full, you will be placed on the waiting list and your registration fee will be returned. We will not deposit the non-refundable registration check unless we enroll your child.

Please see below the class offerings, tuition costs, and payment information. If you have any questions, please do not hesitate to call our office at 770-476-1166 or e-mail us at [cohpreschool@thecoh.org](mailto:cohpreschool@thecoh.org). Thank you.

**CLASS OFFERINGS for 2010 – 2011**

**The Church of the Hills Preschool  
10950 Bell Road  
Johns Creek, GA 30097  
770-476-1166 [cohpreschool@thecoh.org](mailto:cohpreschool@thecoh.org)**

<b>Classes by Age</b>	<b>Monthly Tuition</b>	<b>15% Discount on Younger Sibling Tuition</b>	<b>Registration Fee (younger sibling discount applies)*</b>	<b>Activity Fees Discounts not Applicable</b>	<b>Age Requirement</b>	<b>Days the class is Offered</b>	<b>Student: Teacher Ratio</b>
Younger One's 2-days	\$195.00	\$29.25	\$195.00	\$50.00	DOB between 3/1/09-9/1/09	Tuesday/Thursday	8:2
Older One's 2-days	\$195.00	\$29.25	\$195.00	\$50.00	DOB between 9/1/08-3/1/09	Wednesday/Friday	10:2
Two's 2-days	\$195.00	\$29.25	\$195.00	\$60.00	DOB between 9/1/07-9/1/08	Tues./Thurs. or Wed./Fri.	10:2
Older Two's 3-days	\$220.00	\$33.00	\$220.00	\$70.00	DOB between 9/1/07-3/1/08	Mon./Wed./Fri Or Mon./Tues./Thurs	10:2
Three's 2-days	\$195.00	\$29.25	\$195.00	\$60.00	DOB between 9/1/06-9/1/07	Tuesday/Thursday	12:2
Three's 3-days	\$220.00	\$33.00	\$220.00	\$70.00	DOB between 9/1/06-9/1/07	Mon./Wed./Fri Or Mon./Tues./Thurs	12:2
Older Three's 4-days	\$260.00	\$39.00	\$260.00	\$80.00	DOB between 9/1/06-3/1/07	Monday - Thursday	12:2
Four's (Pre-K) 4-days	\$260.00	\$39.00	\$260.00	\$90.00	DOB between 9/1/05-9/1/06	Monday - Thursday	16:2
Four's (Pre-K) 5-days	\$280.00	\$42.00	\$280.00	\$90.00	DOB between 9/1/05-9/1/06	Monday - Friday	14:2

\*Registration fees are used to cover administrative, building, and education supplies. There is a \$400.00 cap for registration for families with 2 children, and a \$600.00 cap for families with 3 or more children.

Any exceptions to preschool policies will be at the discretion of the preschool director.

We follow the same cut off date (September 1) as Georgia Public Schools and we do not allow any child to be in an older class.

**Fees and Discounts:**

Registration fees are equal to one month's tuition. The payment of this non-refundable fee is required to secure a space in a class. These fees are due at the time of registration. Families enrolling more than one child will receive a 15% discount off the younger child's registration fees. There is a \$400.00 cap for registration for families with 2 children, and a \$600.00 cap for families with 3 or more children. The cap only applies to registration fees, not tuition.

Registration fees are used to cover the following expenses: administrative, building, training, furniture and education supplies.

**Payments:**

All payments made to the preschool should be made payable to the COH Preschool by check or money order. Cash payments can not be accepted.

**Tuition Payment Schedule School Year 2010-2011:**

September tuition will be due June 1, 2010. All remaining tuition fees are paid 30 days in advance. Should a student need to withdraw, we require thirty days written notice. These fees serve as the required notice and therefore are non-refundable once paid to the preschool. The activity fee and October tuition will be due September 1. Then, November tuition will be due October 1, December tuition will be due November 1, etc. Therefore, your last tuition payment for the 2010-2011 school year will be paid April 1.

**Waiting List:**

When a space is not available for your child, or you enroll your child in your second choice, you are welcome to place his/her name on the age appropriate waiting list. Enrolled children take priority over non-enrolled children on the waiting list.

You will be called as soon as a space is available and allowed 24 hours to notify us before we offer the space to someone else. If your phone number changes while you are waiting to hear from us, please let us know.

Thank you for your interest in The Church of the Hills Preschool.