

February, 2008

Dear Parents,

Thank you for your interest in having your child attend Our Lady of Joy Preschool. Attached you will find everything you need for the *registration application* process. A Parent Handbook will be provided at a later date with a more detailed schedule for the upcoming year, as well as information to better familiarize you with policies, procedures and curriculum.

When completing your application, please be sure to indicate if you are a parishioner of Our Lady of Joy Catholic Parish in order to be entitled to ***priority registration and tuition discount***. Parishioner status will also be granted to parishioners of Saint Gabriel the Archangel Parish who meet the criteria set forth in the accompanying document, and have returned the notification of parishioner status letter* ***signed by Father Dennis***.

We ask that applications of currently enrolled families (as well as alumni) be returned to the preschool office no later than Wednesday, February 6th. Applications for parishioners of both Our Lady of Joy Parish, as well as Saint Gabriel the Archangel Parish, are to be returned by Friday, February 8th. Families who are participating in ***open enrollment*** are asked to return their applications to the preschool office by Friday, February 15th. You will be notified of your placement status as soon as your registration is processed.

We will be initiating the Gesell Observation for all children registered into our kindergarten classes on February 11th, 12th and 13th and so it is imperative that all kindergarten applications be returned prior to those dates.

Once you have been notified of your child's acceptance into our program, a student enrollment package can be obtained from the preschool office or parish office.

Return of the completed enrollment package, accompanied by a non-refundable application fee and activity fee, will be required to secure your child's spot in our program. Your first of ten tuition payments will be due by May 15th, 2008.

If you have any questions, please call the preschool office at the number listed below. We know what an important time this is for you, and want to be as helpful as possible.

God's Blessings,

Debbie Allen
Preschool Director

**The parishioner status letter for parishioners of Saint Gabriel the Archangel Parish may be obtained in the preschool office.*

**Our Lady of Joy Catholic School
Registration Application
2008-2009**

Please check all that apply:

Returning Family _____
 New Family _____
 OLOJ Parishioner _____
 Non - Parishioner _____

Date of Application: _____
 Reg. Fee Paid _____
 Check # _____
 Activity Fee Paid _____
 Check # _____

Child's Name: _____ DOB: _____

Street Address: _____

Mailing Address (if different): _____

Home Phone: _____ Family E-Mail _____

Mother's Name: _____ Cell Phone: _____

Father's Name: _____ Cell Phone: _____

Parents' Work Numbers: _____ (Father) _____ (Mother)

(The following is for Diocesan statistical information and has no bearing on enrollment.)

Is child Catholic? _____ If yes, family's Parish? _____

Please note: Class placement is determined upon availability of space, ages of children, and other factors. Please indicate your first and second choices for the program in which you would like your child to attend. Every effort will be made to place each child in the parents' first preference.

“Early Birds” 9:00 am – 12:00 noon Mon/Wed _____
 Tue/Thurs _____

(Child must turn three between Sept. 1st and Feb. 28th of school year, and child must be toilet trained.)

“Threes” 9:00 am – 1:00 pm Tue/Thurs _____
 Mon/Wed/Fri _____
 Mon/Fri _____

(Child must be toilet trained to attend this offering.)

“Fours” 9:00 am – 2:00 pm Mon/Wed/Fri _____
 Tues/Wed/Thurs _____
 Mon – Thurs _____
 Mon – Fri _____

“Kindergarten” 8:45 am – 2:15 pm Mon – Fri _____

“First Grade” Mon – Fri _____

Our Lady of Joy Catholic School
Annual Tuition Schedule
2008 - 2009

Please note: Registration fees for *returning* families are due at the time of application; fees for *new* families are due upon notification of placement.

A *non-refundable deposit* in the amount of one tuition payment will be due no later than July 1st. This deposit will be applied toward your annual tuition.

**Non-refundable
Registration Fee**

Preschool - \$135.00
Kindergarten/First Grade - \$165.00
 \$100.00 (additional child)

Activity Fee

\$75.00
 \$30.00 (each additional child)

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Parishioners*

Non-Parishioners

“Early Birds”	Two days	\$1,720.00	\$2,030.00 per year
(9:00 am – 12:00 noon)			

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“Three Year Olds”	Two days	\$1,920.00	\$2,230.00 per year
(9:00 am – 1:00 pm)			

	Three days	\$2,800.00	\$3,110.00 per year
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“Four Year Olds”	Three days	\$3,210.00	\$3,520.00 per year
(9:00 am – 2:00 pm)			

	Four days	\$3,450.00	\$3,750.00 per year
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	Five days	\$3,690.00	\$3,980.00 per year
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“Kindergarten”	Five days	\$4,300.00	\$5,000.00 per year
(8:45 am – 2:15 pm)			

“First Grade”	Five days	\$4,300.00	\$5,000.00 per year
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* Please see the accompanying document regarding what determines “Parishioner” status.

Discounts

Families will receive the following discounts for multiple children enrolled in the program:

- 10% for the second child
- 20% for the third child

Our Lady of Joy Catholic School

2008/2009 TUITION PAYMENT INTENT

Student's Name: _____ Grade _____
(Please Print)

Responsible Party to be invoiced: _____

Address of Responsible party: _____

Relationship to Student: _____

As the responsible party to the above student I choose to make:
(The only choices are listed below.)

ONE Tuition Payment in full (check/cash) due by August 1, 2008

MONTHLY Contiguous Tuition Automatic Withdrawals from my bank account -AUGUST THROUGH APRIL. 1st week of each month - August through April

Financial Institution Name

*Transit/ABA Number
(Routing Number)*
(VOIDED CHECK MUST BE ATTACHED)

Account Number

*Type of account
(check one)*
() Checking
() Savings

This authority is for the 2008/2009 school year and will conclude with the May, 2009 tuition payment/withdrawal or when Our Lady of Joy Catholic School has received notification from me/my spouse of its termination in such timely manner as to afford Our Lady of Joy Catholic School a reasonable opportunity to act on it.

DATE : _____

SIGNATURE: _____ SIGNATURE: _____