

WESTBURY CHRISTIAN SCHOOL

Enrollment Information for K3 & K4 2009-2010

Tuition

K3, K4 <i>(8:30 am – 3:00 pm)</i>	<u>1-Payment*</u>	<u>Payment Option</u> <i>(10-Month-Aug. '08-May '09)</i>	<u>Payment Option</u> <i>(12-Month-June '08-May '09)</i>
3-Day Week	\$4212	\$421.20	\$351.00
5-Day Week	\$6096	\$609.60	\$508.00

Application Fee (for K4 only) \$ 25.00

Registration Fee for New Students: . . \$175.00
(nonrefundable)

***Lunch Fee** (required of all students)
WCS will be using a food service company (SAGE Dining) to provide lunch to all students. The cost will be added to your monthly tuition and collected through FACTS.

K3 & K4 (3 day week)	\$350
K3 & K4 (5 day week)	\$525

Extended Care:

Available 7:00 am until class time (no charge)
3:45 – 6:00 p.m. -- \$2.50 per ½ hour
(Billed at 1st of each month)

General Financial Information:

1. Tuition must be paid in full by August 1st with cash, check, Visa, MasterCard, Discover or American Express, unless opting to pay on a monthly payment plan (2, 4, 10 or 12 installments). Payments are paid to FACTS Tuition Management Services on the 5th or 20th of each month using automatic deduction from your checking or savings account.
2. **Multiple Student Discounts:** A **15%** discount is given on tuition for the 2nd child and **10%** for other children from the same immediate family.
3. Tuition is discounted **2%** if paid in full by June 1st for returning students or at the time of enrollment for new students. **Cash or check only.**
4. WCS encourages your family to participate in the three scheduled fundraisers. (Magazine Sale, Annual Fund Drive, Jog-a-thon).
5. Field Trips and special events will be charged a pro-rata fee per event to cover transportation costs and event charges if applicable.
6. **All tuition and fees are nonrefundable after due date.**
7. Parents who wish to pay monthly will be charged a processing fee of \$41.00 annually by FACTS Tuition Management Company.

All students are accepted on a 12-week probation period. The Lower School Principal has the right to immediately dismiss any child that proves to not be well suited for our program. In this event, tuition will be prorated. Should a parent remove the child on their own for any reason, the parents may be responsible for the full year's tuition.

WESTBURY CHRISTIAN SCHOOL

Enrollment Information for K3 & K4

Admission Policies:

- 1) Student must be free from severe learning or behavior problems.
- 2) Student must have a clear understanding of the English language and be able to communicate and follow directions.
- 3) Student must be toilet trained and must have self help skills, i.e. feed himself, etc.
- 4) Student must be 3 for admission into K3 and 4 for admission into K4 before Sept. 1st.
- 5) Students applying for K4 must score developmentally ready for our K4 program on the entrance test.
- 6) Parents must notify the office of any changes in the application information.

Enrollment Procedures for New Students for K3 & K4

Step I: Initial Tour & Information (*by appointment only*)

Step II: Submit Enrollment Application (K3 & K4) with the required records:

- 1) Student's up-to-date immunization record
- 2) Student's birth certificate

Step III: Testing of K4 applicants (*Applicants for K3 are not tested.*)

The Application Fee is paid at the testing appointment. An appointment for testing is given if a space is available.

Step IV: Enrollment Interview. At this appointment you will --

- 1) Visit with the Principal and/or Director of Admissions
- 2) Parents should review the WCS Parent-Student Handbook (located on the WCS website or pick up a copy in the WCS Admissions Office), and be prepared to ask any questions you may have.

Step V: Completion of Enrollment

If applicant is accepted, the family will receive a packet in the mail to complete the enrollment process. After reviewing the packet, call the Admissions Office to schedule an appointment to sign your contract and pay the Registration Fee.

Submitting an application, the required records and testing (if required) places your child in the school's admission pool. It does not constitute acceptance. You will be contacted by the WCS Admissions Office regarding acceptance.

*****A space will not be reserved for a student who does not complete the enrollment process.***

Priorities for Acceptance:

We acknowledge the importance of admitting those who have siblings already enrolled at Westbury Christian School; therefore, we consider siblings first. Consideration is also given to staff children, members of an area Church of Christ, children of WCS alumni and families enrolling more than one child.

If a space is not available, your child's file will be placed on "standby" status. You will be contacted if an opening occurs.

See **Important Admissions Dates & Deadlines** information page