

# LITTLE PALS PRESCHOOL, LTD

## Pre-K & Monroe-Woodbury UPK at Little Pals

### Fall 2024 Registration Commitment (Sept 2024-June 2025)

4's

Child's Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
First Middle Last

Home or Best Phone #: \_\_\_\_\_ Current Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_  
Street City Zip

Parent 1: \_\_\_\_\_ Parent 1 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Parent 2: \_\_\_\_\_ Parent 2 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Email address: 1. \_\_\_\_\_ 2. \_\_\_\_\_

*Little Pals Preschool offers two Pre-K programs. One is funded by New York State through the Monroe-Woodbury School District (Universal Pre-K), and the other is self-pay to Little Pals Preschool. The curriculum for both programs is the same. UPK students are required to attend 5 full days, non-UPK attendance can be from 2—5 full days. Both programs are 9am—3pm.*

*Before and aftercare (7:30—9am and 3-6 pm) is available, at an extra charge of \$10.00 an hour (not prorated) for both UPK and Little Pals Pre-K. Daycare, at an extra cost, will be offered for UPK students on days that Little Pals is open, but Monroe-Woodbury is not in session (Including MW half days, early dismissals, delays, etc.).*

*A \$125 registration fee, payable by check to Little Pals Preschool is required for either program at the time of commitment. Monroe-Woodbury will be holding a lottery for their UPK program in February 2024. If your child is selected through the lottery, they may be placed in the Little Pals UPK class if you indicated us as your first choice. If they are selected for UPK, but not placed at Little Pals your registration fee will be refunded.*

•Pre-K is for children that will be 4 years of age by December 1, 2024. Typically these students will be starting Kindergarten the following September.

•A \$125 registration fee is assessed annually for all students, and is due at the time this commitment form is submitted. UPK students who will not use our daycare, and will follow MW schedule (Including MW half days, early dismissals, delays, etc.) registration fee will be refunded.

•September 2024 tuition payment is due by June 7, 2024 for non UPK students (cash or check only)

**Please select a or b:**      **A.**  I plan to enter the Monroe-Woodbury UPK lottery  
**B.**  I do not plan to enter the UPK Lottery and/or we do not live in the Monroe-Woodbury School District

#### Full Day (rates for non UPK)

FULL DAY 9:00 am - 3:00 pm       EXTENDED DAY\* 7:30 am—6:00 pm

**Monthly Tuition**  
*(no monthly charge for UPK)*

<p><b>2 days weekly:</b>    <input type="checkbox"/> \$420</p> <p><b>3 days weekly:</b>    <input type="checkbox"/> \$530</p> <p><b>4 days weekly:</b>    <input type="checkbox"/> \$660</p> <p><b>5 days weekly:</b>    <input type="checkbox"/> \$810</p>	<p><input type="checkbox"/> \$684 2 Extended days(7:30 am-6:00 pm)</p> <p><input type="checkbox"/> \$918 3 Extended days</p> <p><input type="checkbox"/> \$1174 4 Extended days</p> <p><input type="checkbox"/> \$1447 5 Extended days</p>
---	--

*Please circle days (UPK is 5 full days)*

**Please indicate typical start and end hours (both UPK and Little Pals Pre-K):**      Monday    Tuesday    Wednesday  
Thursday    Friday

\*Extended Day - For non UPK only. This tuition cost covers as much care as you need between 7:30 am and 6:00 pm

For office use:  MW UPK student  
 Little Pals student

# PARENT INFORMATION & AGREEMENT FOR ALL STUDENTS

- A morning and afternoon snack and water will be offered by Little Pals for all children in the 4 year old classes. UPK students will be offered the opportunity to order a daily cold lunch, free of charge, on a weekly basis. Order forms will be sent out each week, and must be returned by 9am on Mondays to take advantage of UPK free lunch. Otherwise, a well balanced lunch must be provided by the family for UPK and non UPK students.
- The annual registration fee of \$125 accompanies this application and reserves a spot for your child for September 2024. This covers insurance and administrative fees for the 2024-2025 school year and is mandatory for all students. **The registration fee is non-refundable unless the child is selected for Monroe-Woodbury UPK, but not placed at Little Pals. Also,** UPK students who will not use our daycare, and will follow MW schedule (Including MW half days, early dismissals, delays, etc.), the registration fee will be refunded.
- ALL Little Pals forms including Student Information, waiver, emergency information sheet, immunization record, proof of last physical (within 12 months of child's start date at Little Pals), and a copy of both parents (and guardians) driver's licenses must be submitted by June 7, 2024 or at the time of registration, if registering after this date. **Students will not be permitted to attend without all paperwork submitted. The first month's tuition is also required for non-UPK students.**
- Little Pals Preschool is not open during Christmas and Easter breaks, as well as the other holiday indicated on the annual calendar (calendar available in June 2024). Little Pals is in session approximately 190 days during the school year; UPK is 180 days, Daycare will be available if desired, at an extra cost for UPK students on days Monroe-Woodbury is not in session, including half days, early dismissals, delays, etc. but Little Pals is open.
- There are no discounts, credits or refunds for lost class time due to holidays, mandated closures, illness, vacations, weather related closures and other unforeseen circumstances.
- Daycare (before 9 am and after 3 pm) for both Little Pals Pre-K and UPK must be paid in full by the end of the week when it is billed. The rate is \$10.00 per hour for any part of an hour. Little Pals opens at 7:30 am and closes at 6:00 pm. Late arrivers will be charged at the rate of \$10.00 per 15 minutes.

## FINANCIAL INFORMATION & AGREEMENT FOR NON UPK STUDENTS

- I agree to pay September's tuition by June 7, 2024. I understand that I will forfeit my child's placement at Little Pals if I do not pay by June 7, 2024.
- I understand my second tuition payment is due no later than September 1, 2024, and the first of each month thereafter. My last of the 10 payments for the 2024-25 school year (September 2024 through June 2025) is due May 1, 2024, **Note that Summer Camp is a separate registration process.**
- By agreeing to pay tuition by the first of each month, I understand that a late fee of \$25 will be charged if tuition is received after the 7<sup>th</sup> of the month.
- I also understand that the fee for returned checks is \$30.00 and that if a second check is returned, all future payments will be made by cash or money order.
- I agree that any hourly before and aftercare fees (\$10.00 for any part of an hour) will be paid in full the week after any charge are billed/incurred.
- I understand that the monthly tuition reflects the total program tuition divided over a payment period of ten months and therefore, **is not pro-rated due to holidays, mandated closures, illness, weather related closures, vacations, or cancellations.** I understand that there are no discounts, make ups, credits or refunds for these or any other unforeseen circumstances.
- Tuition can be paid by check or cash. **We do not accept debit or credit cards.** The initial registration fee and September 2024 tuition (tuition due by June 7, 2024) must be made by check, cash or money order.
- **Holidays and Breaks:** Our annual calendar will be available in June. Little Pals Preschool and UPK) will be closed on major holidays, Christmas and Easter breaks, the last week in June and the last two weeks in August. Child care may be available at an additional cost if there is sufficient interest. Sign-up & payment is required in advance. As stated above, tuition is not prorated due to holidays, scheduled closures, mandated closures, illness, weather related closures, vacations, or cancellations. NOTE: Parents paying **full time extended tuition** for 12 months will receive daycare during the last week in June and one of the two weeks in August at no additional cost. Those paying for **full time extended tuition** for 10 months will receive daycare during the last week in June at no additional cost.
- I understand that should I withdraw my child from Little Pals Preschool and Day Care that I must submit written notice one month in advance. Mid-month withdrawals will not be honored, and there will be no refund of tuition/ fees.

**By signing below I am enrolling my child \_\_\_\_\_ in Little Pals Preschool for the 2024-25 school year and agree to the above terms. I understand that I am liable for 10 months tuition (if not UPK) and that this signed agreement, accompanied by the \$125 registration fee, holds a place for my child for the 2024-25 school year.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE  MW UPK  Little Pals Pre-K

\$125 Registration Fee Paid

September 2024 Tuition: Check# /Cash/Date

Student Information form  Immunization Record/Physical form  Waiver  Emergency form  Parents' Driver's License copies