



Annandale United Methodist Church
Early Learning Program
 6935 Columbia Pike, Annandale, VA 22003
 703-256-8667
 elp@annandale-umc.org



2016-17 Registration Information

For Community Families

Thank you for your interest in enrolling your child with the AUMC Early Learning Program [ELP]! In order to expedite the process of your child's registration, please read the information below carefully and note the deadline dates so that you don't miss out on the opportunity to be in the earliest round of consideration for enrollment.

You may obtain an **Application for Admission** directly from the ELP Office, or download it from our website. Please complete all spaces on the application and indicate your first, second, and third choice of classes and days. Every attempt is made to grant top choices. If you do not receive your first choice of placement, you will be assigned to your second or third choice, and placed on our wait list for your other preferences, and then contacted as soon as a space becomes available. If you do not receive placement at all, you will be placed on the waitlist for all of the choices you stated and contacted as soon as space becomes available. Completed applications may be mailed in or dropped off at the ELP Office, and must be accompanied by the Registration Fee in order to be accepted for admittance.

Priority Registration: For all ELP classes, first consideration is given to those enrolling in the most Early Morning or Late Day classes, and those families trying to coordinate the schedules of ELP and WPS siblings.

General Eligibility: Children must be 1 year old by September 30, 2016. They do not need to be toilet trained to attend ELP as there are in-class bathrooms, diapering stations, and an additional attending staff member available.

Registration Fee: \$125
<p style="font-size: small;">A registration fee is required upon enrollment. This fee is <u>per family</u> in ELP and is not refundable once placement is guaranteed. This fee covers the ELP 5-hour classes, as well as the Early/Interim Morning and Late Days classes.</p>

Materials/Activity Fee: \$53
<p style="font-size: small;">This one-time fee is collected <u>per child</u>, and is due by May 30 (or within 30 days after enrolling). It is non-refundable after July 1st.</p>

2016-17 TUITION	
9:30-2:30 Classes	Monthly Tuition
1 day per week	\$232
2 days per week	\$464
3 days per week	\$696

Advanced Tuition Deposit: If enrolled, a one-month tuition security deposit is due by no later than May 30, 2016 (or 30 days after enrollment) to secure your child's placement for each class in which he/she is enrolled. This will then serve as your **June 2017** tuition payment. This deposit is refundable with written [or e-mailed] withdrawal notice by **July 1, 2016**. After July 1, the security deposit is not refunded and no portion is credited to your tuition account if you drop or decrease days of attendance.

Sibling Discount: Siblings also enrolled in ELP classes receive a 15% tuition discount.

IMPORTANT DEADLINES

Tuesday, February 23 – Registration for AUMC Church members & WPS/ELP/CDC staff members

Tuesday, March 1 at 3:00PM – Applications from currently enrolled families of WPS, ELP, or CDC must be received in the preschool office by this time for consideration in the first round of processing.

Tuesday, March 8 at 3:00PM – All community applications received by this time are processed. WPS/ELP alumni families and families on the current year WPS/ELP waitlists will be given priority registration, as well as those trying to coordinate siblings' WPS or ELP schedules.



ELP Before and After School Programs

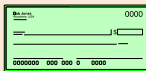
REGISTRATION INFORMATION

To request that your child be enrolled in the Early Morning, Interim Morning, and/or Late Day classes, please complete the appropriate section on the attached *Application for Admission* form. Please ensure that you have filled out the application completely by the due date. Delay in doing so may result in your child not being enrolled in the classes or days that you desire. Additional forms and/or brochures are available in the office. You may choose any configuration of early morning or afternoon classes that best fit your schedule and coordinates with your child's Weekday Preschool days. No additional registration fee is required to attend Early Morning, Interim Morning, or Late Day classes.

***EARLY MORNING Program:**

ELP offers an Early Morning Class beginning at 8:00AM. This class enables parents to have an earlier start on their day. After an early morning of interest areas and other fun activities, the children will then be escorted from their Early Morning Class to their regular ELP class. Children may be dropped off at anytime between 8:00 to 9:30AM.

Monthly Tuition:



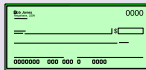
8:00-9:30AM Classes	Monthly Tuition
1 day per week	\$69
2 days per week	\$138
3 days per week	\$207

***INTERIM MORNING Program:**

This class is designed for parents who have children in both the Weekday Preschool and the Early Learning Programs to alleviate the 30-minute layover in start times. It is available on Tuesdays, Wednesdays, and/or Thursdays from **9:00AM to 9:30AM**.

Parents can drop off their ELP students after they have dropped off their preschooler. The children will be escorted from the interim morning class to their regular ELP class at 9:30AM.

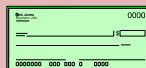
Monthly Tuition:



9:00-9:30AM Classes	Monthly Tuition
1 day per week	\$26
2 days per week	\$52
3 days per week	\$78

***LATE DAY Program:** The Early Learning Program also offers a late day option for children on Tuesdays, Wednesdays, and/or Thursdays from **2:30PM to 5:30PM**. Children will enjoy an afternoon snack, free choice time within the classroom interest centers, and outdoor (or rainy day room) play.

Monthly Tuition:



2:30-5:30PM Classes	Monthly Tuition
1 day per week	\$177
2 days per week	\$354
3 days per week	\$531