

2019-2020 REGISTRATION INFORMATION

Christ Lutheran Early Education Center

11720 Nieman Rd., Overland Park, KS 66210 913-754-5840

www.cleecop.org Email michelle.howard@clcop.org

We are happy to share the following information with regarding Christ Lutheran Early Education Center. This information will guide you through registering your child for classes at CLEEC.

Policies and Information for enrollment:

1. Christ Lutheran does not discriminate in admissions or determination of enrollment on the basis of race, sex, color, religion, national origin, ancestry or physical handicap in accordance with Kansas Civil Rights Statute K.S.A.44-1009.
2. Enrollment will open on **January 22 for current families and siblings, January 24 for members of Christ Lutheran Church and Christ Lutheran School families not currently enrolled and January 28 open to the community.**
3. An enrollment fee is required from all enrollees of Christ Lutheran Early Education Center. For the 2019-2020 year, this **non-refundable fee** has been set at \$85 for 1 child, \$110 for 2 children, and \$130 for 3 children. **In addition, one month's tuition is also due upon enrollment and is non-refundable after May 1, 2019.**
4. Children enrolling in **Parent's Day Out must be age 2 ½ years (30 months) through 3 ½ years.**
5. Children enrolling in the **3 year old class must be age 3 before September 1, 2019.** Children enrolling in the **4 year old class must be age 4 before September 1, 2019.** Students must be potty trained and able to use the bathroom independently.
6. Students registering for **Pre-K must be 5 by October 31, 2019** Students who are 5 by Sept.1 will be given first priority for Pre-K on the day enrollment opens. The enrollment process for those turning 5 between Sept.1 and Oct. 31, 2019 will be finalized on January 23, 2019 as space allows.

Rates & Schedule Information

Parent's Day Out Half Day	M,T,W,TH,F	9:00-11:30am	\$90/mo for 1 day a week
Parent's Day Out Full Day	M,T,W,TH,F	9:00am to 2:30pm	\$160/mo for 1 day a week
3-Year old Preschool	M/W or T/TH	9:00-11:30am	\$150/mo
4-Year old Preschool	M/W/F or T/TH/F	9:00-11:30am	\$180/mo
Combo Class	M,T,W,TH	9:00-11:30am	\$90/mo for 1 day; disc.for multiple days
Pre-K	M/T/W/TH	9:00-11:30am	\$225/mo
Friday Discovery Day	Friday	9:00-11:30am	\$90/mo
Full Day Preschool	M-F	8:00am to 5:30pm	\$790/mo
Before Care	M,T,W,TH,F	8:00-9:00am	\$35/mo for 1 day a week
Before Care	M,T,W,TH,F	8:30-9:00am	\$20/mo for 1 day a week
Lunch Bunch	M,T,W,TH,F	11:30am to 2:45pm	\$85/mo for 1 day a week
After Care	M,T,W,TH,F	2:45-3:30pm	\$30/mo for 1 day a week
After Care	M,T,W,TH,F	2:45-5:30pm	\$95/mo for 1 day a week

How to enroll:

The following forms must be submitted along with an **enrollment fee of \$85 and one month's tuition to secure the student's place.**

The forms for enrollment are as follows:

1. **Application for Enrollment** (green paper, must be notarized)
2. **Enrollment Agreement** (white paper, must be notarized)
3. **Tuition Payment indicated** (Tuition Express, Cash, Check)
4. **Permission Form** (pink paper)
5. **Health Form signed by a nurse or physician** (yellow paper) (Information regarding required immunizations must be on file prior to the beginning of class.)
6. **Parental Permission Form Off-Premises Trips** (salmon paper)

No child will be permitted to attend class without these completed forms. Checks for enrollment fees should be made payable to Christ Lutheran Early Education Center (CLEEC). If you have any questions, please feel free to contact Michelle Howard at 913-754-5813.