

Student Enrollment
Spanish for Toddlers Preschool & Daycare Detroit
September 2024 – August 2025

In order to register your child, we require the following (if the program is full, this will guarantee you a spot on the waitlist but will not guarantee a space in the program until there is an opening or availability):

- **Form #1** - Enrollment Form (see page 2),
- **Form #2** - Child Information Record. If child is already enrolled, please come to the office to update Form #2, and
- **Enrollment Fee**-\$200 (Non-Refundable)

Prior to your child's first day, we will need the following additional forms:

- **Forms #3/4** - Health Appraisal & Immunization Record – Health Appraisal must be completed and signed by your child's pediatrician and include a print-out of your child's Immunization Record.
- **Form #5** - Signed Parent Handbook Receipt (last page of Parent Handbook)
- **Form #6** - Signed Emergency and Incident Form
- **Form #7** - Child Placement Contract
- **Form #8** – Medication Permission and Instructions Form (Sunscreen/Medication)

We have the following schedules available for the 2023/2024 school year. Annual payment is divided by 12 equal monthly installments:

Preschool (Monthly Tuition)

9:00am—12:00pm

3 days: **\$5,220** (\$435/mo) – MWF or TThF

4 days: **\$6,360** (\$530/mo) - MTWTh

5 days: **\$7,620** (\$635/mo) - MTWThF

Full Day (Monthly Tuition)

7:30am—6:00 pm (5:30pm on Fridays)

3 days: **\$11,340** (\$945/mo) – MWF or TThF

4 days: **\$13,860** (\$1,155/mo) - MTWTh

5 days: **\$16,380** (\$1,365/mo) - MTWThF

Please see the Parent Handbook for the school calendar, including closures due to breaks and holidays. Per the Handbook, childcare is offered at an additional fee during some breaks. For those enrolled in preschool, before and after care is available at an additional charge of \$15/hour in order to accommodate different needs. Any schedule change requests during the school year (Sep-May) will require a \$100 change fee. Schedule changes cannot be guaranteed and will depend on space and availability. Families have the option to change schedule for the summer session (Jun-Aug) without penalty. However, if you withdraw from the program entirely, during the school year or summer, there is no guarantee your child's spot will remain available.

Tuition fees are due on the first day of the month. A \$20.00 late fee will be added after the 5th of the month (NO EXCEPTIONS). An incremental \$20.00 late fee will be added every 5 days thereafter. Withdrawal from the program requires a 30 day advance written notice, including withdrawal for summer session.

Please refer to the enclosed Parent Handbook for more details.

Kind Regards,

Maria Van Dyke, Director - Spanish for Toddlers

www.spanishfortoddlers.com



FORM #1

Registration for Spanish for Toddlers Detroit – 2024/2025 –

Address: 4800 Woodward, Detroit, MI 48201

Phone #: 313-831-5005

Email: spanishfortoddlerspreschool@gmail.com

Child's Name _____ D.O.B _____

Parent/Guardian Name _____

Preferred schedule:

Days _____

Time _____ 9am-12pm _____ Full Day (check one)

Are you flexible with the days? ____YES____NO

I _____(Initials) agree to pay a non-refundable enrollment fee of \$200

Parent Phone Number _____

Parent E-mail address _____

How did you hear about our school?

____ Online

____ Referral (if yes, please provide name _____)

____ Other (please specify _____)

Has your child attended daycare/preschool before? Where?

When would you like your child to start?
