

# PELC PRESCHOOL 2024-2025

## **ENROLLMENT APPLICATION**

**First day of registration for current families is Monday 1/22/24**

**First day of registration for returning and new families is Monday 1/29/24**

**First day of school is Monday 8/12/24**

**Last day of school (part-time is 6/5/25, full-time is 8/8/25)**

PELC is happy to invite you to register for the 2024-2025 school year!

### **For current families:**

- Complete and email this form to the PELC office on Monday 1/22/24 [pelc@sunnyvalepres.com](mailto:pelc@sunnyvalepres.com)
- Registration forms from current families will have priority until Friday 1/26/24
- You will receive a confirmation phone call on Friday 1/26/24

### **For returning and new families:**

- Complete and email this form to the PELC office on Monday 1/29/24. [pelc@sunnyvalepres.com](mailto:pelc@sunnyvalepres.com)
- You will receive a confirmation phone call on Friday 2/2/24.

### **The following fees will be collected via Tuition Express once enrollment in your class has been confirmed:**

- Registration fee of \$200.
- Tuition deposit for Aug 2024. Your deposit will be prorated to equal tuition for August 12-31.

### **Registration cancellation:**

- If PELC is unable to provide your child's class, both the registration fee and tuition deposit will be fully refunded.
- If you choose to cancel your enrollment, the tuition deposit is fully refundable until 4/30/24. The registration fee is non-refundable.

### **PELC Tuition Policy:**

- All payments will be made via Tuition Express, using an automated ACH bank transfer from your bank account to PELC's bank account. You must be willing to sign up for Tuition Express through PELC, which includes disclosing your bank account number.
- Monthly tuition will be collected via Tuition Express on the 5<sup>th</sup> of each month.
- Tuition is based on a yearly rate. August 2024 is prorated and is paid at the time of registration confirmation.
  - The part-time program is mid-August 2024 to early June 2025. Part-time families pay the regular monthly tuition for September through May; the tuition remains the same for each of these months regardless of the number of school days in the month. June tuition is prorated.
  - The full-time program is mid-August 2024 to early August 2025. Full-time families pay the regular monthly tuition for September through July, and August is prorated.



728 W. Fremont Ave. Sunnyvale, CA 94087

408-245-2253 [www.pelc.us](http://www.pelc.us)

*PELC is an outreach of the Sunnyvale Presbyterian Church*

**PELC**  
**728 W. Fremont Ave. Sunnyvale, CA 94087**  
**Preschool Enrollment Application 2024-2025**

Current Student     Returning Family     New Family

Child's Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Current Preschool \_\_\_\_\_

Parent(s) \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Zip Code \_\_\_\_\_ Email \_\_\_\_\_

Sunnyvale Presbyterian Church Member/Attendee     Yes     No

PELC was recommended to me by \_\_\_\_\_

**Infant/Toddler (Child must be 5 months old to start)**

Teacher to child ratio is 1:4. Child does not need to be potty trained.

Mon/Wed/Fri 9am-2pm \$1500/month

Tues/Thurs 9am-2pm \$1000/month

**Preschool 2's (Child must be 2 years old by 9/1/24)**

Teacher to child ratio is 1:6. Child does not need to be potty trained.

Full-time Monday through Friday 7:30am-5pm \$2460/month

Part-time Mon/Wed/Fri 9am-2pm \$1225/month

Part-time Tues/Thurs 9am-12pm \$520/month

**Preschool 3's (Child must be 3 years old by 9/1/24)**

Teacher to child ratio is 1:8. Child must be potty trained.

Full-time Monday through Friday 7:30am-5pm \$2080/month

Mon through Fri 9am-12pm \$1150/month

Mon through Fri 9am-2pm \$1695/month

**TK (Child must be 4 years old by 9/1/24)**

Teacher to child ratio is 1:8. Child must be potty trained.

Full-time Monday through Friday 7:30am-5pm \$2080/month

Mon through Fri 9am-12pm \$1150/month

Mon through Fri 9am-2pm \$1695/month

**I understand that:**

1. The following fees will be collected via Tuition Express once my child's enrollment has been confirmed: registration fee of \$200 and August 2024 tuition, prorated to equal Aug 12-31. The registration fee and tuition deposit are fully refundable if PELC is unable to provide my child's class. If I change my mind, the deposit is fully refundable until 4/30/24 but the registration fee is non-refundable.
2. Monthly tuition will be paid via Tuition Express as an ACH bank transfer and I agree to sign up for Tuition Express through PELC which includes disclosing my bank account number.
3. No credits or refunds can be given because of illness or vacation.
4. Thirty (30) days notice in writing is required to withdraw from the program once it begins.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

2.7.24