



REGISTRATION FORM

Please attach
child's recent
Photo

PreK2 Program 5 School day _____ Extended day _____ Early drop-off _____
 3/2 School day _____ Extended day _____ Early drop-off _____

PreK3 Program 5 School day _____ Extended day _____ Early drop-off _____
 3/2 School day _____ Extended day _____ Early drop-off _____

PreK4 Program 5 School day _____ Extended day _____ Early drop-off _____
 3/2 School day _____ Extended day _____ Early drop-off _____

Kindergarten Program 5 School day _____ Extended day _____ Early drop-off _____
 3/2 School day _____ Extended day _____ Early drop-off _____

Desired Start Date _____ Child's Age as of Start Date _____

Child Information

Child's Full Name _____ Nickname _____

Date of Birth/Due Date _____ Gender _____

Mother's Name _____ Father's Name _____

Mother's Cell Phone _____ Father's Cell Phone _____

Email _____ Email _____

Employer _____ Employer _____

Phone _____ Phone _____

Home Address _____

Other Information

Other Schools Attended & Dates _____

Languages Spoken at Home _____

Has any sibling attended/is attending Learning Ladders? Please provide names and dates _____

Who referred you to Learning Ladders? _____

Other Persons Authorized To Pick Up The Child

Name _____ Phone _____

Address _____ Relationship _____

Child’s Physician

Name _____ Phone _____

Clinic Address _____

Any known allergies/ medical conditions _____

Declaration

I have read below instructions, received the parent handbook and all information is correct to the best of my knowledge. In the event of a medical emergency, I authorize The Learning Ladders to seek emergency medical care as deemed necessary by the founder/director.

Parent/Legal Guardian Signature _____ Date _____

Parent/Legal Guardian Signature _____ Date _____

Instructions

- 1) Please submit this completed form along with a non-refundable check- \$250 registration fee, tuition advance equaling to two months of tuition and applicable annual material fee (check drawn to “The Learning Ladders”). Parents will also need to submit child’s birth certificate, complete immunization record, Universal health form, last 3 signed pages of the parent handbook, Emergency Contact Form and Tuition Express form. Incomplete forms or forms without the required fee will not be processed.
- 2) A tuition advance equaling to two months of tuition is due at the time of registration for PreK2, PreK3, PreK4, K classes and is applied to the last 2 months child is with school.
- 3) Tuition is processed monthly using Tuition Express. The tuition starts from the 1st of the month and is not pro-rated for mid-month start/withdrawal or absence or school closing.
- 4) If you wish to withdraw your child then withdrawal notice in writing for two (2) full calendar months for PreK2, PreK3, PreK4 and K is required failing which the deposit is applied towards the last two months’s tuition. Registration Fee, Annual Material Fee and Tuition Security Deposit once paid is non-refundable for any reason.

For Office Use Only

Application date _____ Start Date _____

Date Check received ___ / ___ / _____ Amount Received _____

Date Security deposit received ___ / ___ / _____ Amount Received _____

Date 1st month’s tuition received ___ / ___ / _____ Amount Received _____

Check Details _____ Signature _____