



**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 equaling to two months of tuition (First and last month) 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 one month of tuition is due at the time of registration for PreK2, PreK3, PreK4, K classes and is applied to the last one month 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 one (1) full calendar month for PreK2, PreK3, PreK4 and K is required failing which the deposit is applied towards the last one month tuition. Registration Fee, Annual Material Fee and Tuition Security Deposit once paid is non-refundable for any reason.

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**For Office Use Only**

Application date \_\_\_\_\_ Start Date \_\_\_\_\_

Date Check received \_\_\_ / \_\_\_ / \_\_\_\_\_ Amount Received \_\_\_\_\_

Date Security deposit received \_\_\_ / \_\_\_ / \_\_\_\_\_ Amount Received \_\_\_\_\_

Date 1<sup>st</sup> month’s tuition received \_\_\_ / \_\_\_ / \_\_\_\_\_ Amount Received \_\_\_\_\_

Check Details \_\_\_\_\_ Signature \_\_\_\_\_