



**Congregation Ohav Shalom Nursery School**  
 113 New Krumkill Rd.  
 Albany, NY 12208  
 518-489-4894  
 Email: ohavnurseryschool@gmail.com  
 Website: www.ohavshalom.com



Today's Date _____
Deposit Amt. Recvd. _____
Staff Initials _____
<i>For Office Use Only</i>

**Enrollment Form**  
**2011-2012 School Year**

Child's Name _____	Date of Birth _____
Parent #1 _____	Parent #2 _____
Address _____	Address _____
Home Phone _____	Home Phone _____
Parent #1 Cell _____	Parent #2 Cell _____
Phone _____	Phone _____
Parent #1 Work _____	Parent #2 Work _____
Phone _____	Phone _____
Parent #1 email _____	Parent #2 email _____
Ohav Shalom Congregant? _____	Yes _____ No _____
Do you belong to another Synagogue? _____	Yes _____ No _____
Name of Synagogue _____	_____

**Program Options**

*Please Check One*

**Toddlers - 18 month old and 2 year old classes**

2 days per week	Tuesday, Thursday	9:30 - 1:00	\$ 1850 _____
3 days per week	Monday, Wednesday, Friday	9:30 - 1:00	\$ 2630 _____
5 days per week	Monday - Friday	9:30 - 1:00	\$ 3900 _____

**3 year old class**

3 days per week	Monday, Wednesday, Friday	9:30 - 1:00	\$ 2565 _____
5 days per week	Monday - Friday	9:30 - 1:00	\$ 3600 _____

**Pre-K**

5 days per week	Monday - Friday	9:30 - 1:00	\$ 3600 _____
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***\*\*Please Fill Out Both Sides of This Form\*\****

**Early Morning Drop Off Enrollment**  
**2011-2012**

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

Our early morning drop off program begins at 8:00AM every day. Children can be registered for either 8:00AM drop-off or for 8:30AM drop-off.

**Cost for the program per year (Sept-June):**

	8:00 AM drop off <u>Yearly Rate</u>	8:30 AM drop off <u>Yearly Rate</u>
1 morning per week	\$ 495	\$ 350
2 mornings per week	\$ 995	\$ 660
3 mornings per week	\$ 1480	\$ 995
4 mornings per week	\$ 1975	\$ 1335
5 mornings per week	\$ 2250	\$ 1600

Please register my child for **8:00 AM** on \_\_\_\_\_ Mon \_\_\_\_\_ Tues \_\_\_\_\_ Wed \_\_\_\_\_ Thurs \_\_\_\_\_ Fri

Please register my child for **8:30 AM** on \_\_\_\_\_ Mon \_\_\_\_\_ Tues \_\_\_\_\_ Wed \_\_\_\_\_ Thurs \_\_\_\_\_ Fri

**A \$100.00 non-refundable deposit payable to Ohav Shalom Nursery School must be enclosed with this form to reserve a spot in our AM extended day program.**

**Drop-in rate: \$9.00/hour. Children will be accepted in the AM extended day program on a drop-in basis, as long as space is available and the Director has approved the request.**

## Extended Day Enrollment

2011-2012

Our extended day program is available every day. Children can be registered for 4:00PM pick up or 5:30PM pick up. *The extended day program ends at 3:30PM on Fridays.*

### Cost for the program per year (Sept–June):

	4:00 PM pick up Yearly Rate	5:30 AM pick up Yearly Rate
1 day per week	\$ 995	\$ 1525
2 days per week	\$ 1975	\$ 2500
3 days per week	\$ 2500	\$ 2920
4 days per week	\$ 2595	\$ 3560
5 days per week	\$ 3030	\$ 3900

Please register my child until **4:00 PM** on \_\_\_ Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Thurs \_\_\_ Fri

Please register my child until **5:30 PM** on \_\_\_ Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Thurs \_\_\_ Fri

**A \$100.00 non-refundable deposit payable to Ohav Shalom Nursery School must be enclosed with this form to reserve a spot in our PM extended day program.**

**Drop-in rate: \$9.00/hour. Children will be accepted in the PM extended day program on a drop-in basis, as long as space is available and the Director has approved the request.**

## **Ohav Shalom Nursery School Policies**

- A \$300.00 deposit must be enclosed with this form. \$50.00 of this deposit will be applied to administrative fees and is non-refundable. The remainder will be applied to your 2011-2012 tuition.
- An additional \$100 deposit must be enclosed with this form for extended AM registration.
- An additional \$100 deposit must be enclosed with this form for extended PM registration.
  - **Written notification of withdrawal by June 1, 2011 – 50% refund of deposits.**
  - **Written notification of withdrawal by August 1, 2011 – 25% refund of deposits.**
  - **Written notification of withdrawal after August 1, 2011 – no refund of deposits and parents remain responsible for all depository fees.**
- \$375 non-member of synagogue fee.
- No child will be considered registered for any program without a deposit paid in full.
- If you withdraw your child from our program, it is expected that you will give at least 2 weeks written notice. You are responsible for 2 full weeks of tuition from the date that written notice to withdraw is given, in addition to the deposit paid at the time of registration.
- Changes in your child’s schedule will be accommodated as our enrollment allows. All families will be assessed a \$25 fee after their first program change.
- The first tuition payment for the 2011-2012 school year must be made by August 1, 2011

I have read the policies listed above. By signing this form, I am agreeing to the policies as listed. I understand that my child will not be registered without this form being signed and returned to the office.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**I have enclosed:      \_\_\_\_ \$300.00 registration deposit**

\_\_\_\_ **\$100.00 deposit for extended AM program**

\_\_\_\_ **\$100.00 deposit for extended PM program**

\_\_\_\_\_ **Total Amount Enclosed**