



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

Today's Date _____
Deposit Amt Rec'd _____
Staff initials _____ For Office Use Only

Registration Form 2018-19

Child's Name _____ Date of Birth _____
 Parent #1 _____ Parent # 2 _____
 Address _____ Address _____

 Parent #1: daytime phone # _____ Parent #2: daytime phone # _____
 Home phone number _____ Home phone number _____
 Parent #1: email _____ Parent #2: email _____
 Ohav Shalom Congregants? Yes No (members receive 25% discount off tuition – no other discounts apply)
 Do you belong to another synagogue? Yes No If yes, name of synagogue _____

Program options -- Please Check One

For 2, 3 and 4 day options recommended days of the week are noted, please speak to the director if you need different days

Non-Member Sibling discount 5% **Non-Member Cash/Check/ACH discount 3%**

<u>18 months-2 years old (Sept – June)</u>	<u>Cost for 10 month program</u>	
2 days per week- Tuesday, Thursday	9:30-1:00	_____ \$2520
3 days per week- Monday, Wednesday, Friday*	9:30-1:00	_____ \$3480
4 days per week- Mon, Tues, Thurs, Fri*	9:30-1:00	_____ \$4160
5 days per week- Monday-Friday*	9:30-1:00	_____ \$4800

<u>3 year olds (Sept – June)</u>	<u>Cost for 10 month program</u>	
2 days per week- Tuesday, Thursday	9:30-1:00	_____ \$2500
3 days per week- Monday, Wednesday, Friday*	9:30-1:00	_____ \$3240
4 days per week- Mon, Tues, Thurs, Fri*	9:30-1:00	_____ \$4040
5 days per week- Monday-Friday*	9:30-1:00	_____ \$4600

<u>Pre-K (Sept – June)</u>	<u>Cost for 10 month program</u>	
3 days per week- Monday, Wednesday, Friday*	9:30-1:00	_____ \$3240
4 days per week- Mon, Tues, Thurs, Fri*	9:30-1:00	_____ \$4040
5 days per week- Monday-Friday*	9:30-1:00	_____ \$4600

Full Day program option- for families who need child care for the full day

		<u>Cost for 10 month program</u>
Toddler- Monday-Friday	7:30-5:30 (close Fri at 5:00)	_____ \$9800
3 and 4 year olds- Monday-Friday	7:30-5:30 (close Fri at 5:00)	_____ \$9400

*** Friday closure from November 2 to March 8 is 3:30pm**

Early Morning Drop off Enrollment Form

Child's Name _____

Our early morning drop off program begins at 7:30 AM every day.

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

7:30 AM drop off

2 mornings a week-	\$930
3 mornings a week-	\$1480
4 mornings a week-	\$1830
5 mornings a week-	\$2230

Please register my child for 7:30 AM on ___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri

A \$100 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: \$10/hour for any portion of the hour used. 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. Two days advance notice would be appreciated.

Extended Day Enrollment Form

Child's Name _____

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):

	4:00PM pick up	5:30PM pick up
2 days a week-	\$1865	\$2650
3 days a week-	\$2650	\$3530
4 days a week-	\$3225	\$3720
5 days a week-	\$3430	\$3860

Please register my child for 4:00PM pick up on ___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri

Please register my child for 5:30PM pick up on ___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri

A \$100 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 for the year.

Drop-in rate: \$10/hour for any portion of the hour used. 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. Two days advance notice would be appreciated.

Ohav Shalom Nursery School Policies

- A \$300 deposit must be enclosed with this form. \$50 of this deposit will be applied to administrative fees and is non-refundable. The remainder will be applied to your 2018-19 tuition.
- An additional \$100 non-refundable deposit must be enclosed with this form for extended AM registration.
- An additional \$100 non-refundable deposit must be enclosed with this form for extended PM registration.
- Should your plans change and you choose to withdraw your application from Ohav Shalom Nursery School, you need to provide:

Written notification of withdrawal by June 1, 2018 - 50% refund of tuition deposit

Written notification of withdrawal **by** July 1, 2018 - 25% refund of tuition deposit

Written notification of withdrawal **after** July 1, 2018 - no refund of deposits

- No child will be considered registered for any program without a deposit paid in full.
- If you're a member of the shul you will receive a 25% discount off tuition (no other discounts apply)
- 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 if they make more than one change within the year.
- The first tuition payment for the 2018-19 school year must be made by August 1, 2018. Children will not be allowed to begin program until the first tuition payment is made in full.
- The full day package rate is only applicable for children who are registered to attend school from 7:30-5:30 Monday-Thursday and 7:30-5:00 on Fridays. If your child's schedule becomes less than full time, the fees will be adjusted accordingly.

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 deposit to hold spot (will be applied to tuition)**
 ***Includes \$50 non-refundable registration fee**
- _____ **\$100 non-refundable deposit for extended AM program**
- _____ **\$100 non-refundable deposit for extended PM program**

Total amount enclosed: _____ **Rec'd by:** _____ **Date:** _____