



# **Early Childhood Center, Inc.**

100 Welsh Park Drive Rockville, MD 20850 301-424-8065 www.eccpreschool.com

## **Registration 2012-2013**

ECC student registration for 2012-2013 is outlined below. Registrations will be processed in the order in which they are received. Parents will be notified on the day of registration if their first choice class is not available. **In-person registration will be held at 100 Welsh Park Drive Building 2, Rockville, Maryland.**

- **Wednesday, February 1 (9 am– 11 am): Current Families**

In-person registration for current ECC students and their siblings.

Mailed Registration will be processed after all *current* in-person registration is complete.

- **Wednesday, February 1 (2 pm – 5 pm): Former Families**

In-person registration for families of former ECC students.

Mailed Registration will be processed after all *former* in-person registration is complete.

- **Thursday, February 2 (9:30 am– 12 pm): New Students**

In-person registration for new students.

Mailed Registration will be processed after all in-person registration is complete.

In the event that ECC is closed or has delayed openings on days scheduled for registration, registration will proceed on the next day classes run on a regular schedule.

### **Registration Basics:**

- For each child, bring one completed copy of the attached application and a check for **June's Advance Tuition + \$60 Registration Fee**. Please mark 1<sup>st</sup> and 2<sup>nd</sup> class choices.
- **Neither June's Advance Tuition nor the \$60 Registration Fee is refundable under any circumstances, once your child is placed.** In the event that we are unable to place your child, your check will be refunded.
- ECC attempts to balance classes according to age, gender, and developmental level. Therefore, when class lists are being finalized, we reserve the right to amend your child's placement in consultation with parents.
- Please note that the family's mailing address, home phone, parent and child's name along with his/her birth date will be shared with other ECC families in the form of a class list/directory. Email addresses will be added to the school listserv in order to maintain good communication from the office to your family. Parents are reminded that this information is to be used only for ECC business and not for other solicitations.

### **Wait Lists:**

- As each class is filled, names will be taken for a Wait List at the time of our in-person registration.
- There is no charge to have your child's name placed on the Wait List.

*The Early Childhood Center admits students of any race, color, religion, national and ethnic origins to all rights, privileges, programs, and activities and does not discriminate in administration of its educational and admission policies.*

## Early Childhood Center Class Information

September 2012 – June 2013

(Prices are listed as a monthly cost – tuition is to be paid in 10 equal monthly payments)

**Two-year-old Program:** Born by September 1, 2010. Class size: 8-10

There is a modified schedule during the first two weeks of school. Toilet training is not required.

- **BLUEBIRDS (YOUNGER)** **\$310**  
Tuesday & Thursday 9:00 am - 12:15 pm
- **STARS (OLDER)** **\$310**  
Tuesday & Thursday 9:00 am - 12:15 pm

**Three-year-old Program:** Born by September 1, 2009 Class size: 10

Toilet Training is strongly encouraged.

- **BUTTERFLIES (OLDER 3's/YOUNGER 4's)** **\$432**  
Monday, Wednesday, Friday 9:00 am - 12:20 pm
- **DUCKS (YOUNGER 3's/OLDER 2's)** **\$432**  
Monday, Wednesday, Friday 9:00 am - 12:20 pm
- **GOLDFISH** **\$310**  
Tuesday & Thursday 9:00 am - 12:20 pm
- **TADPOLES (3- & 4 -YEAR OLD CLASS)** **\$382**  
Tuesday, Wednesday, & Thursday 1:00 pm - 4:00 pm

**Four-year-old Program:** Born by September 1, 2008. Class size: 10 - 16

Toilet Training is strongly encouraged.

- **EXPLORERS** **\$432**  
Monday, Wednesday, Friday 9:00 am - 12:20 pm
- **DISCOVERERS** **\$640**  
Monday - Friday 9:00 am - 12:20 pm
- **BUTTERFLIES (YOUNGER 4s/OLDER 3s CLASS)** **\$432**  
Monday, Wednesday, Friday 9:00 am - 12:20 pm
- **TADPOLES (4- & 3-YEAR-OLD CLASS)** **\$382**  
Tuesday, Wednesday, & Thursday 1:00 pm - 4:00 pm

**Enrichment Program for Four-Year-Olds** **\$200**

**Adventure Bound** is an afternoon enrichment program that encourages hands-on exploration of interesting topics, particularly science-related. It meets on **Mondays and Wednesdays from 1:00 – 3:00 p.m.** Children wishing to enroll in Adventure Bound, must be attending one of our four-year-old morning classes. A short rest time will be provided from 12:30 – 1:00 p.m. prior to the afternoon program and is included in the fee.

## Tuition

- **There are 10 equal monthly tuition payments.**
- **Sibling Tuition Rate:** When registering more than one child from the same family, the older child will be charged full tuition. Each child, thereafter, will receive a 5% discount in tuition.
- **Unitarian Universalist Church of Rockville (UUCR) Discount:** Members of UUCR will receive a 5% discount in tuition for one child in the family. When registering more than one child in the same family, the discount will apply only to the younger child. We will not be able to combine with sibling discount.
- **A \$90 supply fee for each child, payable with September's tuition, will be due on August 1. All applicants, regardless of entry date, will be charged the full \$90 fee for supplies.**

## Enrollment Agreement

- After registration, your family will receive directions on how to confirm your child's enrollment in ECC by electronically agreeing to the terms of the school's enrollment agreement. These instructions will include an electronic link to ECC's online portal. **You will need to complete this process within five business days in order to secure your child's spot in his or her class.** If you are registering after August 1<sup>st</sup>, please agree to the school's enrollment agreement **within two business days** to allow ECC staff to properly prepare for your child's arrival.

## Pioneers (Early Drop) : 8:15 am – 9:00 am

- **Cost is \$8 per morning** for regular attendees who sign up in advance.
- The fee for drop-ins or occasional users will be \$10 per morning. *Full fee applies regardless of what portion of the 45 minutes is used—fees are not prorated.*
- Mixed age-level children play under the care of an ECC staff member until class begins at 9:00 am.
- **Two-year-old children may participate only after classroom teacher, director and parent agree that the child is ready.**

## Voyagers (After Care): 12:30 pm – 5:30 pm

- **The Hourly Rate is \$10.00, billed in 30 minute increments (minimum charge is \$5.00).**
- Any sibling/siblings of a student paying \$10/hr. will be charged at a reduced rate of \$9/hr. or a \$4.50 minimum.
- This is a mixed age - level group with children from all classes in attendance.
- A one-hour rest time is required and generally begins around 2:00 pm.
- Children enjoy a variety of art, cooking projects, story-time, and free-play indoors and outdoors.
- Maximum group size is 10.
- **Two-year-old children may participate only after classroom teacher, director and parent agree that the child is ready.**

## Calendar

- ECC follows the Montgomery County Public School calendar for holidays and closings, with a few exceptions as noted on the ECC calendar.

## Summer Program

- Optional six-week **Summer Program** will be available mid June-July. Families may sign up for one or all of the 9-day sessions (Session 1: 6/18-6/29; Session 2: 7/2-7/13\*; Session 3: 7/16-7/27)



# Early Childhood Center, Inc.

100 Welsh Park Drive  
Rockville, MD 20850  
(301) 424-8065  
www.eccpreschool.com  
earlychildhoodcenter@verizon.net

## Office use only

Application # \_\_\_\_\_  
Class \_\_\_\_\_  
Tuition Due \_\_\_\_\_  
Registration Fee \$60.00  
Total Due \_\_\_\_\_  
Amount Paid \_\_\_\_\_  
Check # \_\_\_\_\_ Check date \_\_\_\_\_  
Credit/Balance \_\_\_\_\_  
QB \_\_\_\_\_ AC \_\_\_\_\_ EA \_\_\_\_\_

## Application Form\* School Year 2012 – 2013

(Use one form per child)

### Family Information:

Parent/Guardian 1 \_\_\_\_\_ Parent/Guardian 2 \_\_\_\_\_

Parent/Guardian1 Mailing Address \_\_\_\_\_

Parent/Guardian2 Mailing Address (if different than above) \_\_\_\_\_

Parent/Guardian 1 Phone: H \_\_\_\_\_ W \_\_\_\_\_ C \_\_\_\_\_

Parent/Guardian 2 Phone: H \_\_\_\_\_ W \_\_\_\_\_ C \_\_\_\_\_

Parent/Guardian1 E-mail Address (to be included in parent listserv) \_\_\_\_\_

Parent/Guardian2 E-mail Address (to be included in parent listserv) \_\_\_\_\_

### Student Information:

Child's First Name \_\_\_\_\_ Child's Last Name \_\_\_\_\_ Nickname \_\_\_\_\_

Gender \_\_\_\_\_ Student's Date of Birth \_\_\_\_\_ Current ECC Student \_\_\_\_\_ New Student \_\_\_\_\_

Sibling of Current Student \_\_\_\_\_ Sibling of Former Student \_\_\_\_\_ Sibling Discount \_\_\_\_\_ UUCR Discount \_\_\_\_\_

Desired Class: (Please choose class from Class Offerings listed on page 2 of this application.)

Main class choice #1 \_\_\_\_\_ Tuition \_\_\_\_\_

Main class choice #2 \_\_\_\_\_ Tuition \_\_\_\_\_

Adventure Bound (Four-Year-Olds only) \_\_\_\_\_ Tuition \_\_\_\_\_

Enclosed is a non-refundable check that includes \$60 Registration fee plus June's Advance Tuition.

Amt Paid \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid \_\_\_\_\_

\*By signing the application below, I understand that parent/guardian names, mailing address, home phone numbers, and child's name and date of birth will be distributed to ECC families in the form of a class list/directory. If you would like to exclude some or all of your family information, please indicate below what you would like excluded. In addition, all parent email addresses will be added to the parent listserv so that you may receive office communications.

Thank you!

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE

Please exclude the following information (note if any): \_\_\_\_\_