



2023 - 2024 Registration Policies & Procedures

Program Dates

Half-Day Preschool
9-month session
8/28/23-5/24/24

How to Register

1. Please complete the google form to request your child's program. The Google form can be found on our website
2. An invoice of \$500 per child will be sent to you within 7 business days. There are 2 options for payment:
 1. Check made payable to Little Ones Preschool.
 2. Zelle Payment to info@littleones-preschool.com
3. Once you have paid that invoice, a confirmation will be sent.

By registering you are agreeing to accept Little Ones Preschool registration policies and understand that you are committing for the full school year.

Please don't hesitate to call or email any questions or concerns.

Phone: 224-213-7016

Email: info@littleones-preschool.com

Registrations are taken on a first come first serve basis. You will be notified if there is not an available spot in the class for which you are registering and all funds will be refunded if you do not choose a different option.

Financial Assistance

Financial assistance is available for families in need of tuition assistance. If you are in need of financial assistance, please send an email to info@littleones-preschool.com to inquire.

Registration Deposit

There is a registration deposit of \$500, which is due at the time of registration. This deposit of \$500 goes toward the annual tuition amount. **All amounts paid at the time of registration are non-refundable.**

Tuition Payments

Tuition payments are due on a triannual basis June 1, October 1 and February 1. A monthly payment plan is available and begins June 1. Little Ones Preschool will send an invoice 15 days prior to tuition payment due date. Payments can be made by check or Zelle. There is a \$10.00 late fee for payments received after the tenth of the month and a \$25.00 late fee for payments received after the 15th of the month. There is also a \$25.00 charge for all returned checks. **All tuition payments are non-refundable.**

Lunch Enrichment Programs

Little Ones offers lunchtime enrichment programs for 3 year old and Pre K programs. The lunch enrichment program includes lunch, as well as an enrichment activity. It is a great way to extend your child's day. Lunch Enrichment registration will take place in the summer before the school year begins.

Cancellation Policy

BEFORE THE START OF THE SCHOOL YEAR

If you withdraw your child from the program after your child has been accepted and placed in a program but before the first scheduled day of class, you will not be entitled to a refund or return of your deposit or any tuition payment which has already been processed pursuant to your agreed tuition payment plan.

However, you will not be responsible for payment of the remainder of the tuition amount. The parent/guardian must provide written notice of intent to withdraw. If you are on an alternate payment plan, you must fulfill up to the amount of the 1st Triannual Payment.

AFTER THE START OF THE SCHOOL YEAR

If a parent or guardian wishes to withdraw a child after the school year has started, the parent/guardian must provide written notice of intent to withdraw at least 4 weeks prior to the child's last day. **You will still be responsible for payment of the full annual tuition amount.**

2023 - 2024 Program Schedule and Tuition

Program	Days	Time	Tuition				
			Annual Tuition	Deposit Paid Upon Registration	Jun 1 2023 Payment	Oct 1 2023 Payment	Feb 1 2024 Payment
2-Year-Olds (2 by 9/1/23)							
2-Year-Old Preschool	Tues/Thurs	9:00-11:30am	\$3,473	\$500	\$991	\$991	\$991
2-Year-Old Preschool	Mon/Wed/Fri	9:00-11:30am	\$4,619	\$500	\$1,373	\$1,373	\$1,373
3-Year-Olds (3 by 9/1/23)							
3-Year-Old Preschool	Mon/Wed/Thurs	9:00-11:30am	\$4,322	\$500	\$1,274	\$1,274	\$1,274
3-Year-Old Preschool	Mon-Thurs	9:00-11:30am	\$5,486	\$500	\$1,662	\$1,662	\$1,662
PreK (4 by 9/1/23)							
Pre-Kindergarten	Mon-Fri	9:00-11:30am	\$6,356	\$500	\$1,952	\$1,952	\$1,952

**We can't wait for you to join us at
Little Ones Preschool!**

