

ILS Registration for 2009-10



January 8, 2009

Dear ILS Parents,

Registration time is almost upon us for next fall, the 2009-10 school year. To ensure a place for your child at Immanuel Lutheran School, please join us for in-house registration this month. Please see the attached list of classes available for each age. Dismissal times vary depending on the lunch option chosen.

K2, K3, K4 and Kindergarten In-House Registration – Monday, January 19 at 7pm.

- Church members receive a 20% discount and may register early—the week of January 12.
- All preschool classes at ILS will have a teacher and assistant assigned to the class.
- The night of registration, applications are accepted on a first come, first serve basis.
- We will unlock the front doors at 6pm on Monday, January 19.
- Parents are asked to sign-in and will be given a number.

Age

- The child must be the appropriate age for the class they are enrolling in by September 1.
- K3 children and up must be potty trained.

Length of School Day

- K2, K3, and K4 classes with no lunch will be 3 hour classes from 8:45-11:45.
- K3 and K4 classes offering lunch each day will be 4 hour classes from 8:45-12:45.
- Lunch Bunch drop-in is available for some classes.
- Half Day Kindergarten will be 3.5 hours from 8:30-Noon, added lunch option until 12:45.
- Full Day Kindergarten will be 6.5 hours from 8:30-3:00 (at least 5 students needed).

Registration Fee

- A registration fee is paid according to the guidelines shown on the following page.
- This is due when the registration form is turned in.
- This fee is a one time payment in addition to the monthly tuition.
- Registration fees will not be refunded unless the family moves out of Greenville County before the beginning of the school year.

Tuition

- Tuition for the 2009-10 school year may be paid in full or in **9 monthly payments**.
- The first payment will be due **July 10th** with the next payment due **Sept 10th through April 10th**.
- Accounts not paid by the 15th of the month will be charged a \$20 late fee.
- Automatic payments will be accepted. A form will need to be completed to authorize this.

Birth Certificate/Immunization Record

- A copy of your child's Birth Certificate and South Carolina Immunization form are required.
- These forms must be on file before your child begins class in the fall.

If you have any questions regarding our enrollment process, please feel free to contact me at 297-5815.

Warmest regards,
Michelle Pear

***PLEASE NOTE: WE DID NOT INCREASE THE COST OF TUITION OR REGISTRATION.
WE HAVE TURNED TO A 9-MONTH PAYMENT PLAN.**