

AFUMC M.M.O. Registration Information

2012-2013 School Year

Director: Gail Stephens 770 475 2170

gailstephens@afumc.org

Building a Christ-Centered foundation for a lifetime of learning

IMPORTANT! READ ALL INFORMATION CAREFULLY!

You will need the following to register your child/ren:

1. Registration information completed in full.
Note: Your child must be **18 months of age by 9/15/12**
2. A photocopy of your child's birth certificate.
3. Payment of annual \$100.00 **non-refundable** Enrollment Fee.
Note: Checks should be made payable to AFUM M.M.O. No cash is accepted. If you are registering for MMO *and* Preschool programs you must write separate checks.
4. Two self-addressed stamped business size envelopes. We will mail to you the following.
 - Confirmation of Class placement information.
 - Information regarding the 2012-2013 school year.

Registration packets will not be accepted if any of the above items are missing.

Currently Enrolled (MMO, Preschool & Kindergarten), their siblings, Church Members and Alumni siblings (within 5 years) will receive Priority Placement provided enrollment forms are turned in on or before 1pm Thursday, January 5 2012.

All completed registration materials must be **hand delivered to the M.M.O. Director,**

Priority Placement will be as follows:

1. Children currently enrolled in MMO or Preschool
2. Siblings of currently enrolled students of MMO, Preschool & Kindergarten
3. Church Members
4. Siblings of Alumni (within the last 5 years)
5. General Public registration is January 6th

The **General Public** will register in Trinity Hall on **Friday January 6** as follows:

1. Doors will open at 9am - Each family will be given a number upon entry.
2. Doors will be closed promptly at 9:30 am. Once the doors are closed, late arrivals will complete the registration form and leave it with the receptionist. You will be called later that day to confirm class placement or wait list.
3. Numbers will be drawn randomly at 9:30am to fill available spaces and to form our waiting list.

If registration needs to be cancelled for any reason, (including Fulton County Schools Weather Closing) a message will be on the answering machine. If this should happen, registration will be held the following Friday.

You will receive a **Confirmation of Class Placement** letter, outlining our terms of enrollment. The first tuition payment (see schedule next page) will be due and **payable on or before May 1 2012. Failure to pay will result in forfeiture of position; we will fill the position from the waiting list beginning May 2nd 2012.** The **confirmation of class placement** letter will be your **only** reminder of tuition and fees that are due.

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The 2012-13 Mother's Morning Out School Year is August 27 - May 17

We follow the Fulton County School Calendar. A calendar will be provided at the start of the school year.

Mother's Morning Out School Hours and Tuition:

Children ages 18 months to 23 months

Monday/Wednesday 9:00am to 12:00pm

Tuesday/Thursday 9:00 am to 12:00pm

Tuition \$130 per month

Children ages 24 months to 28 months

Monday/Wednesday 9:00am to 1:00pm*

Tuesday/Thursday 9:00 am to 1:00pm*

*You will bring a sack lunch for your child each day

Tuition \$165 per month

Children ages 29 months to 36 months

Tuesday/Thursday 9:00am to 1:00pm*

*You will bring a sack lunch for your child each day

Tuition \$165 per month

Children ages 29 months to 36 months

Monday/Wednesday/Friday 9:00am to 1:00pm*

*You will bring a sack lunch for your child each day

Tuition \$232 per month

Enrollment Fee \$100 Annually, Non-refundable

Annual Tuition is divided into 9 equal monthly payments. The first tuition payment is due by May 1 2012 (this is for May 2013). Should you withdraw your child for any reason, requests must be hand delivered to the director or postmarked by **June 1, 2012**. After **June 1, 2012**, no refund of this tuition payment will be made. **There will be no exception to this policy.**

The next tuition payment will be due **September 1, 2012**. Tuition payments are due the first day of the month regardless of when that day may fall.

If you register after the school year begins, your first month and May 2013 tuitions plus the registration fee is due at time of registration. **This payment is non-refundable**

Discounts

Families with more than one child attending **MMO or Preschool** will receive a \$5 discount on each child's monthly tuition.

Alpharetta First Methodist MMO admits students of any race, color and national or ethnic origin.

AUTHORIZATION:

Child's Name: _____

Birth Date: _____

Emergency Medical Contact:

Doctor Phone

Local Emergency Contact: (non-parent)

Name Home Phone Cell or Business Phone

Name Home Phone Cell or Business Phone

Authorized Pickup: (non-parent)

Name Home Phone Business Phone

Name Home Phone Business Phone

I hereby authorize Alpharetta First United Methodist Church to take my child to the nearest medical facility for treatment in the event of an emergency when neither parent can be reached.

I hereby authorize any licensed physician or medical treatment center to treat my child in case of an emergency on which the above named physician cannot respond.

I, _____, parent(s) / guardian(s) of the above participant do hereby consent to his/her participation in the above Program including all activities incidental to the Program. I assume all responsibilities for, and risks and hazards of, participation in the above Program, including transportation to and from all activities of the Program. In consideration of Alpharetta First United Methodist Church conducting the above Program, I do hereby release Alpharetta First United Methodist Church and the Program, including all officials, officers, sponsors, organizers, supervisors, volunteers, participants, and all other agents, of any and all claims, demands, rights, and causes of action of whatever kind and nature, arising from and by reason of, and all known and unknown, foreseen and unforeseen, bodily and personal injuries, damages to property, and the consequences thereof, resulting from his/her participation in the program and all activities incidental to the Program.

Annual Tuition is divided into 9 equal monthly payments. The first tuition payment is due by May 1 2012 (which is for May 2013). Should you withdraw your child for any reason, requests must be hand delivered to the director or postmarked by **June 1, 2012**. After **June 1, 2012**, no refund of this tuition payment will be made. **There will be no exception to this policy.** The next tuition payment will be due **September 1, 2012**. Tuition payments are due the first day of the month regardless of when that day may fall.

I have read and received a copy of AFUMC - Mother's Morning Out registration information.

Signature Date

Class Request Form

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Please read and complete all areas applicable to your needs. Be sure to indicate below your 1st, and 2nd choice of classes on the Class Schedule chart.

The Director determines class assignments and class grouping by date of birth and gender. We will not honor special requests for specific teachers, classrooms or playmates.

Child's Name: _____

Child's Date of Birth: _____

Class Schedules:

Please mark 1st, and 2nd choices

18 Months thru 23 Months (Birth dates 10/01/10 thru 03/15/11)

_____ Monday/Wednesday

_____ Tuesday/Thursday

24 Months thru 28 Months (Birth dates 04/01/10 thru 09/30/10)

_____ Monday/Wednesday

_____ Tuesday/Thursday

29 Months thru 36 Months (Birth dates 09/02/09 thru 03/31/10)

_____ Tuesday/Thursday

_____ Monday, Wednesday, and Friday

Please answer the questions listed below only if you are enrolling more than one child at AFUMC.

Do you want to coordinate sibling days? YES NO No Preference

Should we have an opening for one of your children, but not the other, would you like that child to be enrolled? YES NO

Parent/Guardian Signature: _____ Date: _____

