



TO: Parents

FROM: Cynthia Baggett and Angie Altstaetter

SUBJECT: 2018-2019 Registration

It is Registration Time again! Please read all of this information carefully to determine how you fit into this process with each child you are registering. Feel free to stop by the Weekday School office or call the school if you have any questions.

Registration forms will be provided at conferences on Wednesday and Thursday, January 17 and 18. (Additional forms will be available in the Weekday School office or on our website.) Complete the age-appropriate registration form, enclose the registration fee and place in the envelope provided. *Please check the appropriate choices on the outside of the envelope.*

ALL registration forms will be dropped off in the Weekday School office the week of January 22 (Monday) through January 26 (Friday). Formal registration will close at 1:30 p.m. on Friday, January 26 but applications will continue to be accepted as long as space is available.

We will then sort registration forms according to priority:

1. Current Students (*current MMO fall into this group*)
2. Members of White Memorial Presbyterian Church
3. Siblings of Current and Former Students and Children of former students
4. General Public

A list of registered students will be posted outside the Weekday School office and on the website no later than noon, Monday, February 5.

Important details are on the back!

IMPORTANT DETAILS:

- You may also print a registration form off of our website (<http://www.whitememorial.org/wds>) and either bring it to the Weekday School office or mail it in (White Memorial Weekday School, 1704 Oberlin Road, Raleigh, NC 27608). All applications must be received no later than 1:30 on January 26 to be considered in the formal registration period. We cannot be responsible for mail errors.
- All registrations must be accompanied by a **non-refundable Registration Fee** equal to one month's tuition with a \$600 maximum per family. (It is helpful if you note the children's names and ages on the memo line of your check if you combine registration fees. Example: \$600 (Cynthia 5d4 \$360/Angie 2d2 \$240.)
- Make checks payable to White Memorial WDS.
- Please place twins (all multiples) in the same (one) envelope.
- Please do not write on your envelope except to fill in your first and second choices, where appropriate. **Remember your child must be the age you are registering him/her for on or before August 31, 2018.**
- Lottery drawings will be held for each age level and class group, if needed.
- If you are placed on a waiting list, we will return your registration fee.
- Waiting List: Church members always have priority on a waiting list, except when present students have to go on the waiting list during formal registration.
- Tuition payments are due the first day of each month and considered late after the 15th of the month. Withdrawals must be in writing.

ADVANCE TUITION REQUIRED FOR ALL STUDENTS

A one month non-refundable advance tuition payment is required for ALL students and is due on or before May 15, 2018. This payment covers tuition for the following May (May 2019). The remaining tuition payments are due the first of each month, beginning September 1, 2018 and continuing through April 1, 2019.

Tuition rates for the 2018-2019 school year are:

Two Day Infants/Toddlers (T/Th and W/F, 9:00-12:50, \$285.00)
Two Day Twos (Tuesday and Thursday, 9:00-12:50, \$285.00)
Three Day Twos (Monday, Wednesday, Friday, 9:00-12:50, \$320.00)
Three Day Threes (Monday, Wednesday, Friday, 9:00-12:50, \$320.00)
Four Day Threes (Monday through Thursday, 9:00-12:50, \$340.00)
Five Day Threes (Monday through Friday, 9:00-12:50, \$360.00)
Four Day Fours (Monday through Thursday, 9:00-12:50, \$340.00)
Five Day Fours (Monday through Friday, 9:00-12:50, \$360.00)
Kindergarten (Monday through Friday, 9:00-12:50, \$375.00)

White Memorial Weekday School is a place where diversity is valued.