



The Children's Corner Learning Center
 45 Church Street, P.O. Box 55, Liberty Corner, NJ 07938 * (908)-647-8401
 Director: Beth Seaman * beths@libertycorner.org
 Assistant Director: Sarah Dickerson * sarahd@libertycorner.org

2018-2019 Registration Form Infants-SAC (K-5) Current Families

Child's Name _____	Please check <input type="checkbox"/> Male <input type="checkbox"/> Female
Address _____	Town _____ State _____ Zip Code _____
Date of Birth _____	Age as of October 1st, 2018 _____

Check here if returning student and your information has not changed

Parent Name _____	Home Phone # _____
Address _____	Town _____ Zip Code _____
Home Phone # _____	Cell Phone# _____
Work # _____	Email _____

2. Please select your program option:

Requesting Summer Information

AVAILABLE PROGRAMS:

- | | |
|--|--|
| <input type="checkbox"/> Infants (6 wks-14mths) | <input type="checkbox"/> Waddler (15mths-2yrs by Oct. 1) |
| <input type="checkbox"/> Early Preschool 1 (2-2 1/2 yrs by Oct. 1) | <input type="checkbox"/> Early Preschool 2 (2 1/2-3 yrs by Oct. 1) |
| <input type="checkbox"/> Preschool (3 by Oct. 1) | <input type="checkbox"/> Pre-K (4 by Oct. 1) |
| <input type="checkbox"/> Kindergarten Prep (5 by Dec. 31) | |

Days per week: M thru F M-W-F T & TH

- Time: Extended 7:30 am to 6:00 pm
- Full Day 7 hrs or less _____ am to _____ pm
- 9:00-1:00 3's and 4' ONLY
- 9:00-12:30 Waddler, Early Preschool 1, and Early Preschool 2 ONLY
- 9:00-2:00 Kindergarten Prep ONLY
- Early Risers 7:15 to 7:30 am

School Age Children K-5th Grade: Grade as of 2018 _____ Child's School _____

- | | |
|--|---|
| <input type="checkbox"/> Before Care (7:30-8:30) | Days: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday |
| <input type="checkbox"/> After Care (3:00-6:00) | Days: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday |
| <input type="checkbox"/> Before & After Care | Days: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday |

Requesting a schedule change for the 2018-2019 school year

Current Schedule: Days: _____ Time: _____

Requested Change: Days: _____ Time: _____

Every effort will be made to accommodate your schedule change, but we CAN NOT guarantee the change.

A non-refundable application fee of **\$60 PER CHILD** is due with applications. The registration fee will be charged to your FACTS account. If you do not have a FACTS account, please go to <https://online.factsmgt.com/signin/4JX9B> to enroll today.

TCCOffice Manager: _____ TCCBookkeeper: _____

THE CHILDREN'S CORNER TUITION 2018 - 2019

Application Fee: Current Students & Siblings \$60.00 per child
Newly Enrolled Students \$80.00 per child

Tuition Deposit: 50% of September's tuition due at registration from newly enrolled students.

Family Discount: Discounts available for siblings.

◆ **PROGRAMS** (6 weeks to 5 Years Old as of October 1st, 2018) **RATES** are PER MONTH.

PROGRAMS	Days Per Week	Full Day 12 mth contract 7 hrs or less	Extended Day 12 mth contract 7:30 - 6:00	Half Day 10 mth contract 9:00 - 12:30▲ 9:00 - 1:00◆ 9:00 - 2:00●
Infants	T, TH	\$584.00	\$726.00	\$292.00 ▲
6 wks. a/o 10/1/18	M, W, F	\$813.00	\$1,058.00	\$406.00 ▲
6 wks. – 14m	M - F	\$1,227.00	\$1,600.00	\$614.00 ▲
Waddlers	T, TH	\$584.00	\$726.00	\$292.00 ▲
15m a/o 10/1/18	M, W, F	\$813.00	\$1,058.00	\$406.00 ▲
15 - 24m	M - F	\$1,227.00	\$1,600.00	\$614.00 ▲
Early Preschool 1	T, TH	\$577.00	\$724.00	\$288.00 ▲
2y a/o 10/1/18	M, W, F	\$814.00	\$1,062.00	\$407.00 ▲
2 – 2 ½y	M - F	\$1,235.00	\$1,616.00	\$617.00 ▲
Early Preschool 2	T, TH	\$520.00	\$685.00	\$260.00 ▲
2 ½y a/o 10/1/18	M, W, F	\$753.00	\$989.00	\$377.00 ▲
2 ½ - 3y	M - F	\$1,143.00	\$1,543.00	\$571.00 ▲
Preschool	T, TH	\$444.00	\$546.00	\$312.00 ◆
3y a/o 10/1/18	M, W, F	\$629.00	\$755.00	\$449.00 ◆
	M - F	\$931.00	\$1,168.00	\$583.00 ◆
Pre-Kindergarten	T, TH	\$444.00	\$546.00	\$312.00 ◆
4y a/o 10/1/18	M, W, F	\$629.00	\$755.00	\$449.00 ◆
	M - F	\$931.00	\$1,168.00	\$583.00 ◆
Kindergarten Prep	M - F	\$931.00	\$1,168.00	\$732.00 ●
5y a/o 12/31/18				

- “Early Risers” Monthly Cost:** 7:15 am to 7:30 am
- 2 days per week \$15.00 per child
 - 3 days per week \$17.00 per child
 - 5 days per week \$27.00 per child

◆ **SCHOOL AGE CHILDREN** (*Kindergarten thru 5th Grade*)

10 MONTH PROGRAMS SCHOOL AGE CHILDREN	Days Per Week	Before School 7:30 - 8:30	After School 3:00 - 6:00	Before School & After School
Kindergarten thru 5th grade	1	\$46.00	\$116.00	\$150.00
	2	\$94.00	\$178.00	\$254.00
	3	\$134.00	\$267.00	\$356.00
	4	\$162.00	\$330.00	\$458.00
	5	\$185.00	\$393.00	\$556.00

*Please note: There will be no extra charge on days when the public school closes early (1:00 pm for half-day). These days have been included in your tuition. There will be a **\$35.00/day** additional fee for care on any of the scheduled days off on the Bernards Township School District calendar, with the exception of Christmas break.

◆ **CHANGE OF CONTRACTS**

- Please see Sarah Dickerson or Donna Greco regarding contract changes submitted prior to April 1st.
- Change of contracts **will not** be allowed after April 1st.

◆ **MONTHLY FINANCIAL STATEMENTS**

TCC Financial Statements can be obtained from the FACTS website. Log in using your FACTS login ID and password and select “View Printable Payment Summary”. Assistance with downloading this information is provided by FACTS by calling 866-441-4637.

◆ **PAYMENTS & LATE FEES**

PAYMENTS:

The Children’s Corner uses a tuition management company called FACTS to accept payments. Once your child is enrolled please go to the following website <https://online.factsmgt.com/signin/4JX9B> to create your FACTS log in ID and password. Follow the prompts to select method of payment (ie, checking account, Discover Card, American Express, or MasterCard). For assistance, please call FACTS at 866-441-4637.

LATE TUITION:

Tuition is due on the first school day of the month. There will be a **\$25.00 late fee** for tuition received past this due date unless alternate arrangements have been made with TCC Bookkeeper, Donna Greco.

INSUFFICIENT FUNDS:

FACTS charges a \$30 returned payment fee when a payment fails due to insufficient funds in a consumer’s bank account or when a credit card is used for a scheduled payment and the credit card is either invalid or the credit limit is exceeded.

EARLY / LATE FEES:

Parents are expected to abide by their child’s contracted hours. Parents are required to notify the school if they will be late; however, this does not qualify as pre-arranged temporary extended care and late fees still apply. Early and late fees will be charged to your account and will appear on your financial statement.

- ❖ **Pre-Arranged Extended Care** \$10.00 per hour for non-contracted hours

Parents must complete an extended care form and hours must be pre-approved by TCC.

- ❖ **Early Drop Off** (not pre-arranged): \$20.00 per hour before contracted hours

- ❖ Late Pick Up (not pre-arranged): \$30.00 per hour after contracted hours
- ❖ Late Pick Up After 6:00 pm Closing: \$30.00 per hour after 6:00 pm
- ❖ Failure To Pre-Notify of After School Absence \$10.00 per incident
K-5TH grade in after school care only. Parents must notify TCC no later than 2:45 pm.

◆ **FINANCIAL QUESTIONS & CONCERNS**

Please refer to your signed enrollment contract for additional information.

For financial questions or concerns please contact **Donna Greco**. To contact Donna, please call the school at (908) 647-8401 or email her at donnag@libertycorner.org.