



161 Embrey Mill Road
Stafford, VA 22554
540-628-7178
<http://ebenezerumc.org/preschool>

For Preschool Use

Date: _____

Status: CE / AC / G

Initials _____

Paid: Self / Ck / CC

2025-2026 ENROLLMENT FORM

An \$85 per child non-refundable enrollment fee is due upon enrollment.

All children must be toilet trained and turn the age of the class by September 30, 2025.

****Please print clearly****

Child's Last Name _____ First _____ Nickname _____

Male _____ Female _____ Birthdate _____ Age Sept. 30, 2025 _____

The 2025-2026 school year begins September 2, 2025 and ends May 20, 2026.

Please write 1 on the line for your 1st choice and 2 on the line for your 2nd choice.

Three-year-olds – 3.5 Hours (8:30-12:00) (Must be 3 years old by September 30, 2025)

___ 2 day - 3-Year-Old Program – T/TH – 8:30am-12pm \$190/month

___ 3 day - 3-Year-Old Program – M/W/F – 8:30am-12pm \$275/month

Four-year-olds - 4 Hours (9:00-1:00) (Must be 4 years old by September 30, 2025)

___ 3 day - 4-Year-Old Program – T/W/Th - 9am-1pm \$310/month

___ 4 day - 4-Year-Old Program – Tuesday – Friday - 9am-1pm \$415/month

Five-year-olds - 4 Hours (9:00-1:00) (Kindergarten eligible; 5 years old by Sept. 30, 2025)

___ 4 day - 5-Year-Old Program - Tuesday – Friday - 9am-1pm \$415/month

FAMILY INFORMATION FOR 2025-2026 SCHOOL YEAR

****Please print clearly****

Student Name _____ Birthdate: _____

Home Address _____

Mailing Address (if different) _____

Home Phone _____ Family Email _____

Parent / Guardian Information

Mother's Name _____ Cell # _____

Address/Phone (if different than above) _____

Employer _____ Work phone _____ Work/Alternate Email _____

Father's Name _____ Cell # _____

Address/Phone (if different than above) _____

Employer _____ Work phone _____ Work/Alternate Email _____

Other Information

Name of persons with legal custody: _____

Child lives with: _____

Languages your child speaks: _____

Other preschools your child has attended: _____

*List any Allergies or Conditions that could impact school performance or require accommodations (medications or instructional support) at school:

Are you a member of Ebenezer UMC? _____ How did you learn about Ebenezer Preschool?

Ebenezer Preschool admits students of any race, color, nationality, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, nationality or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Student Name: _____

Ebenezer UMC Preschool 2025-2026 Payment Form

Class	Monthly Tuition for 9 Months (Sept-May)
3-year-old Two Days	\$190
3-year-old Three Days	\$275
4-year-old Three Days	\$310
4-year-old Four Days	\$415
5-year-old Four Days	\$415

All Accounts will be charged the \$85 per student Enrollment Fee when this form is turned in, which secures your student's spot in a class. The fee must be submitted but will not be charged if a spot is not available. Once a spot becomes available, you will be notified, and the fee will be charged.

You must choose one option below and acknowledge this with your signature at the end of the page.

If you choose **Option 1**, the \$85 fee will be automatically debited from your account using your established Procure Payment Services/Tuition Express account information.

If you choose **Option 2**, you will receive an email containing a link with information on how to set up an online account. Procure Payment Services/Tuition Express will send us verification that you have set up your account, and the payment will then be processed from that account.

If you choose **Option 3**, a check or cash must be submitted with the Enrollment Form. Any family may pay the Enrollment in person via cash or check at the time their form is submitted.

THE ENROLLMENT FEE IS NON-REFUNDABLE.

PLEASE READ CAREFULLY: Procure Payment Services/Tuition Express is an online payment service. When you choose Option 1 or 2, a link will be emailed to you so you can enter either your checking account information or your credit card information. There is a one-time \$25 processing fee from Procure at the time you set up the account. Once your PPS account is set up, your amount due will be paid automatically each month.

____ **OPTION 1 – I am currently enrolled in Procure Payment Services/Tuition Express and choose to continue paying monthly with all the same banking or credit card information.** I understand there is a one-time convenience fee of \$25 to use PPS/TE for the 2025-2026 school year. That fee, the \$100 supply fee, and the first month's tuition are due on Sept. 2, 2025. Tuition is then due on the first business day of each month from October 2025 through May 2026 for a total of nine payments. I also acknowledge that I am responsible for any fees (such as non-sufficient funds) associated with transactions on my account.

____ **OPTION 2 – I am new to Procure Payment Services/Tuition Express and wish to enroll in this service to have my tuition and fees automatically withdrawn during the 2025-2026 school year.** I understand there is a one-time convenience fee of \$25 to use PPS for the 2025-2026 school year. That fee, the \$100 supply fee, and the first month's tuition are due on Sept. 2, 2025. Tuition is then due on the first business day of each month from October 2025 through May 2026 for a total of nine payments. I also acknowledge that I am responsible for any fees (such as non-sufficient funds) associated with transactions on my account.

____ **OPTION 3 - I will pay monthly by check or exact cash no later than the first business day of each month from September 2025 through May 2026.** I will include the \$100 supply fee per child with the first tuition payment due on September 2, 2025. I understand that payment is due the first business day of each month, with the last payment on May 1, 2025, for a total of nine payments. I acknowledge that I am responsible for any fees (such as non-sufficient funds) associated with transactions on my account.

Signature _____ Date _____