



## **Fall 2025-2026 Full-Day Registration Form and Financial Agreement**

*First Day of School: August 25, 2025      Final Day of School: August 14, 2026*

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Sex: M or F

Age of child as of September 1, 2025: \_\_\_\_\_ Primary language spoken: \_\_\_\_\_

Address: \_\_\_\_\_

**Parent #1**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address (if different than child): \_\_\_\_\_

**Parent #2**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address (if different than child): \_\_\_\_\_

**\*New families will have a non-refundable registration fee of \$175 per child and a non-refundable half month tuition payment due at the time of registration.**

*Please circle your desired program below*

<u>Age Group</u>	<u>Monthly Tuition</u>	<u>Duration</u>	<u>Time</u>
Infants & Toddlers	6 weeks - 24 months	\$2,145	Monday-Friday 7 am-6 pm
2-Year-Old Program	Must be 2 by 9/1/25	\$1,810	Monday-Friday 7 am-6 pm
3-Year-Old Program	Must be 3 by 9/1/25	\$1,570	Monday-Friday 7 am-6 pm
4-Year-Old Program	Must be 4 by 9/1/25	\$1,570	Monday-Friday 7 am-6 pm

**\*\*\* Students MUST be the age of the program you are registering for by September 1, 2025. \*\*\***

**Glen Mar Early Learning Center Full-Day Tuition Agreement 2025-2026**

**Registration Fee/Tuition**

There is a non-refundable \$175.00 registration fee for new students. The tuition cost is spread evenly over 12 months regardless of the number of school days in the month. Tuition will be prorated for the month if the student enters after the first day of the month.

**Parent Initials** \_\_\_\_\_

**Half Month Tuition Payment**

The non-refundable half-month tuition payment made to secure your child’s spot may, at the ELC’s discretion, be applied to the payment of the tuition due for the final month of your child's last contracted current contractual year at the ELC. In the event that you withdraw your child from the ELC prior to the conclusion of the current contractual year, the half-month tuition payment will not be refunded.

**Parent Initials** \_\_\_\_\_

**Late Fee**

Tuition is due on the 1<sup>st</sup> of each month. A 10% late fee will be added to your balance if payments are not received by the 5<sup>th</sup> of the month. Your child will not be able to attend beyond the end of the month unless your balance is current

**Parent Initials** \_\_\_\_\_

**Insufficient Funds**

I agree to pay a \$30 fee for any returned check, and I agree to redeem any returned check(s) with cash.

**Parent Initials** \_\_\_\_\_

**Absences/Vacations**

The center reserves a space for each child and continues to pay operating expenses. Therefore, there is no deduction in tuition for absences due to illness, vacations, holidays, or COVID-related closings.

**Parent Initials** \_\_\_\_\_

**Closures/Holidays, Early Closures, and Professional Development Days**

Closures

Labor Day, Thanksgiving Day, the day after Thanksgiving, Winter Break (12/24-1/1), Martin Luther King, Jr. Day, Presidents’ Day, Easter Monday, Memorial Day, Juneteenth, and Independence Day

Early Closures

Friday, December 4, at 3 p.m. and Friday, August 14 at 3:00 p.m.

Closed for Professional Development Days:

Friday, April 3<sup>rd</sup>. Monday April 6th, August 17 - Friday, August 21, 2026

Other Closures

There is no deduction in tuition for closures beyond the Center’s control including but not limited to inclement weather, power disruptions, business continuity crisis, temporary travel, or other restrictions established by a government authority.

**Parent Initials** \_\_\_\_\_

**Late Pick-Up Charges**

Parents must pick up their children at the end of their program or another designated time, if applicable. If a parent is late, a fee will be charged based on this scale: **up to fifteen minutes = \$15, fifteen to thirty minutes = \$30, thirty to forty-five minutes = \$45, forty-five minutes to 1 hour = \$60.** The late fee must be paid in the administration office on the same day it occurs. Please remember that the center closes at 6 pm. All children must be picked up and families must exit the facility by that time.

**Parent Initials** \_\_\_\_\_

*Glen Mar ELC is an outreach of Glen Mar United Methodist Church. Our mission is to provide children who attend our center (infants to 5 years, regardless of race, color, national, ethnic, or religious origins) with a high-quality, licensed, affordable, and loving early preparatory experience that will help establish a firm foundation for them to thrive educationally, socially, and emotionally. We offer the children the option to attend chapel once a month where the children will have the opportunity to enjoy singing songs and learning age-appropriate stories about God. Simple prayers and or songs are done daily during snack and lunchtime. As we encourage “Loving to Learn” and “Learning to Love” in these children, we serve the community and the future.*

\_\_\_\_\_  
Parent Signature (Required)                      Date

\_\_\_\_\_  
Administrative Signature (Required)                      Date

Office Use Only: Check/Online                      \$ \_\_\_\_\_

Initials: \_\_\_\_\_

Updated: 7/8/2025