

## South Lyon Community Schools Preschool

### REGISTRATION INFORMATION:

South Lyon Early Childhood Center  
310 N. Warren St.  
South Lyon, MI 48178  
248-573-8330  
ecc@slcs.us

The South Lyon Community School District does not discriminate on the basis of race, color, national origin, sex, disability, weight, religion, or marital status in its programs and activities.

**Registration:** A **non-refundable** registration fee of \$80.00 for the first child in the family or \$120.00 for 2 or more children is due at time of registration.

For new families, your registration and first payment must be made by check or cash. Current families can use their Tuition Express account to pay on-line.

**Tuition: Current family** tuition is payable in 9 installments beginning August 1 and each month through April 1 (August, September, October, November, December, January, February, March, April). Contact the office for information on 10 payments for D17-454.

For **new enrolling families**, the first payment is due at registration along with the registration fee and then follows the above schedule beginning with the September 1 payment. All fees are included in the tuition price.

**Tuition Discount:** Families paying the total tuition at registration (or by August 1) will receive a discount of 5% (registration fee not included in discount). Parent-Tot classes are not eligible for the tuition discount.

#### **Timeline for changes and refunds:**

**August 15, 2017:** Deadline for enrolled students to change classes without a fee (space permitting).

**August 16 - 31, 2017:** Enrolled students are assessed a fee of 3% of the tuition cost to switch classes (space permitting).

**September 1, 2017:** NO REFUNDS of 1<sup>st</sup> tuition payment.

**September 2 through the first week of Preschool:** Only the 2<sup>nd</sup> tuition payment (due September 1) will be refunded if a child is withdrawn from the program.

**Monday of the 2<sup>nd</sup> week of Preschool:** NO REFUNDS of any tuition payments.

**September 5, 2017:** No changes or class switching for enrolled children will be permitted. New students may be enrolled as space allows.

**Miscellaneous Information:** A **waiting list** will be created when a class fills. New classes may be created if space allows and at the discretion of the district.

Classes are **in session** for a total of 30 weeks times the number of days per week the class meets. Calendars for each class will be provided by the classroom teacher. Classes include field trips and special evening sessions. Generally classes meet from mid-September through May.

Classes may be **combined due to low enrollment**. Those enrolled in the affected classes will be given the choice to accept the combined class, another class with openings, or offered a refund.

All children (except Parent-Tot) should be **toilet-trained**.

**Class Cancellations:** This class schedule is subject to change and/or cancellation based on classroom availability and enrollment. Parents will be notified if a class is not available. Families enrolled in a cancelled class will be given the choice to choose another class with openings or given a refund.

**Payment Information:** Checks should be made to S.L.C.E. Payment can be made by cash in the Early Childhood Center office during office hours. After a Preschool account has been established you may pay on-line with a credit card. (Call the office for information regarding on-line payment set up)

Preschool Website:

[http://www.slcs.us/schools/preschool\\_programs/index.php](http://www.slcs.us/schools/preschool_programs/index.php)

Email: [ecc@slcs.us](mailto:ecc@slcs.us)

Registration fees and first tuition payments for new families must be made by cash or check.