

HERITAGE LEARNING CENTER APPLICATION 2022-2023

1740 Forest Drive
Annapolis, MD 21401 • 410-263-6680



Step 1 - Establish Seniority

Heritage Baptist Church Member Yes No

Number of years your family has had children attend Heritage Learning Center _____ (If two children attended in the same year, this counts as one year)

New to Heritage Learning Center Yes No

Step 2 - Add Personal/Family Information

Student's Name: _____ Date of Birth: _____ Gender: Male Female

Address: _____ City, State, Zip: _____

Special Needs of Child (ECI, Speech, OT, PT, Diet, Medical) _____

We request that a copy of IEP/IFSP be provided so we can best meet the needs of your child.

Parent's Name: _____ Relationship: Mother Father Other: _____

Address: Same as student Other _____

Mobile phone: _____ Email: _____ use for billing

Parent's Name: _____ Relationship: Mother Father Other: _____

Address: Same as student Other _____

Mobile phone: _____ Email: _____ use for billing

Family's Church Affiliation: _____

Step 3 - Make Class Selection

We make every effort to fulfill your request for class placement, however this is not always possible. Please select your first, second and third choice so that we can place your child in an alternative class. Your child will be put on a wait list for your preferred class.

2's Program

Must be 2 by Sept. 1

Potty Trained **not** required

Mon/Wed 9:00 – 12:00

\$282 per month

Tues/Thurs 9:00 – 12:00

\$282 per month

Mon/Wed 12:30 -3:00

\$282 per month

Friday 9:00 – 12:00

\$141.00 per month

3's Program

Must be 3 by September

Potty Trained **required**

Tues/Thurs 9:00 – 12:00

\$240 per month

Mon/Wed/Fri 9:00 – 12:00

\$360 per month

Mon/Wed/Fri 12:30 – 3:30

\$360 per month

Mon thru Fri 9:00 – 3:00

\$1170 per month

4's Program

Must be 4 by September

Potty Trained **required**

Mon/Wed/Fri 9:00 – 12:00

\$360 per month

Mon/Wed/Fri 12:30 – 3:30

\$360 per month

Mon thru Fri 9:00 – 12:00

\$600 per month

Mon thru Fri 9:00 – 3:00

\$1170 per month

Step 4 – Select Extra Care if Desired

You will be billed at the first of each month for Extra Care hours based on you requested schedule. Please note Extra Care rates are based on schedule not attendance. We are unable to make adjustment for family vacations or illness. Registration of a minimum of two days is required.

8:00 – 9:00 Before Care • **\$9.00 Per Day** Must be 3 by Sept 1 and Po

* Available for Morning Students and All Day Students only

Monday Tuesday Wednesday Thursday Friday

3:00 – 5:00 After Care • **\$18.00 Per Day** Must be 3 by Sept 1 and Potty Trained

*Available for Afternoon Students and All Day Students only

*Adjustment will be made for children attending class that ends at 3:30

Monday Tuesday Wednesday Thursday Friday

12:00 – 1:00 Lunch Program • **\$9.00 Per Day** Must be 2 and 6 months and Potty Trained

Monday Tuesday Wednesday Thursday Friday

Drop in Care registration is not required **\$10.00 Per Hour**

Drop in Care is available for Before Care, Lunch Program and After Care. Call for availability.

Step 5 - Accept Terms and Sign

1. A \$75.00 **non-refundable application fee** (\$135.00 family max.) is due with the application
2. A **non-refundable deposit equal to one-month tuition is due May 1, 2022** to secure your child's placement. This non-refundable deposit will be applied to May 2023's tuition. Failure to submit the May deposit will forfeit your child's spot.
3. Tuition Express is the **preferred method of payment**.
4. Tuition is due on the first of the month. Payment is considered late after the 10th and a \$15.00 late fee will apply.
5. A fee of \$25.00 will be posted to your account for all returned checks.
6. A family discount of 10% will be applied to family accounts with two or more children attending Heritage Learning Center.
7. Student accounts past due over 30 days are grounds for student dismissal.
8. A one-time activity fee will be posted on your September Statement. Activity fee is calculated as follows: \$30 times the number of days a week your child is enrolled in the preschool program.

I give permission for my child and family names along with contact information to be share with families on the class roster. Yes Please share No Please do not share

Permission to photograph child for: In-house use only
 Use on social media, website, or promotional materials
 Do No Photograph

I have read and understand the above statements and accept the terms of this agreement for the 2022-2023 school year.

Parent/Guardian

signature _____ Date _____