



ECC REGISTRATION FORM 2018-2019

Temple Beth El South Orange County Gordon & Sklar Early Childhood Center
2A Liberty, Aliso Viejo, CA 92656 (949)362-3999 ext. 316

www.tbesc.org

Child's Name	Date of Birth	Sex: M/F
Child's Name	Date of Birth	Sex: M/F
Child's Name	Date of Birth	Sex: M/F
Parent/Guardian's Name	Parent/Guardian's Name	Phone number

◆ Choose the appropriate class/classes and circle the preferred session ◆

(Final class placement is at the discretion of the ECC Director and Staff)

*Yearly tuition and fees are based on a 10 month program and may be paid in 10 equal monthly installments from August 2018 through May 2019.

Child's Name	Adult/Toddler Class						
	Adult/Toddler	Registration Fee*	Wednesday 9-10:30am 7-18 months old Code: 1FW		Friday 9-10:30am 18-24 months old Code:1FF		
	Yearly Tuition						
	Members	\$36	\$515		\$515		
	Non-Members	\$51	\$633		\$633		
	Group I Preschool (2-3 years old) 9 a.m. – 12:30 p.m.						
	Group I	Registration Fee*	2 Days (T,Th) Code: 32X	3 Days (M,W,F) Code 33X	4 Days Code 34X	5 Days (M,T,W,Th,F) Code: 35X	
	Yearly Tuition						
	Members	\$103	\$3650	\$4674	\$5803	\$6414	
	Non-Members	\$134	\$4473	\$5834	\$7163	\$7880	
	Group II Preschool (3-4 years old) 9 a.m. – 12:30 p.m.						
	Group II	Registration Fee*	2 Days (T,Th) Code: 42X	3 Days (M,W,F) Code 43X	4 Days Code 44X	5 Days (M,T,W,Th,F) Code: 45X	
	Yearly Tuition						
	Members	\$103	\$3650	\$4674	\$5803	\$6414	
	Non-Members	\$134	\$4473	\$5834	\$7163	\$7880	
	Pre-K (age 4 by September 1, 2017) 9 a.m. – 12:30 p.m.						
	Pre-K	Registration Fee*	Pre-K 3 Days (M,W,F) Code 53X	4 days (MTWF or MWThF) Code 54X	Pre-K 5 Days (M,T,W,Th,F) Code: 55X		
	Yearly Tuition						
	Members	\$144	\$4748	\$5929	\$6446		
	Non-Members	\$175	\$5897	\$7364	\$7997		
	Enrichment Classes (3 year olds and Pre-K) 12:30 p.m. – 2 p.m.						
	Enrichment		Monday	Tuesday	Wednesday	Thursday	Friday
	Yearly Tuition						
	Members		\$608	\$608	\$608	\$608	\$608
	Non-Members		\$685	\$685	\$685	\$685	\$685
	Club Katantanim		Monday	Tuesday	Wednesday	Thursday	Friday
	Yearly Tuition						
	Members		\$510	\$510	\$510	\$510	\$510
	Non-Members		\$587	\$587	\$587	\$587	\$587
	Extended Care (3 years-K)						
			Monday	Tuesday	Wednesday	Thursday	Friday
	Breakfast Club (8 a.m. – 9 a.m.)		\$216	\$216	\$216	\$216	\$216
	Snack Buddies (2 p.m. – 3 p.m.)		\$216	\$216	\$216	\$216	\$216

To qualify for member rates the parent/guardian must be a TBESOC member contributing (at minimum) the discount total for membership.
3% DISCOUNT ON REGISTRATION, TUITION, ENRICHMENT AND EXTENDED CARE FEES IF PAYING WITH CASH/CHECK.
REGISTER BY MARCH 1, 2018 GET \$50 CREDIT ON 2018-2019 TUITION

*Registration Fee is Non-Refundable ** Pre-K Registration Fee includes \$40 Language Arts Materials Fee. These fees are Non-Refundable.

There is an Earthquake Kit fee of \$20 for new students, Parent/Toddler Class excluded.

Security fee of \$150/year per family (may be divided amongst monthly payments).

Drop-in rates: Extra day of class \$46 members/ \$51 non-members, Enrichment class \$26, Breakfast Club/Snack Buddies \$15

TBESOC ECC School Year Payment Selection Form 2018-2019

Child's Name: _____

Option 1:

You may choose to pay all charges in full. This option entitles TBESOC members to a tuition discount of 7%. Pre-school tuition must be paid by August 1st, 2018. Non-members may pay tuition in full, but will *not* receive a discount.

Option 2:

You may choose to charge your credit card monthly or pay cash/check for 10 months on the 1st of each month, beginning August 1st. You will receive a monthly statement for your records. Cash/check payments will receive a 3% discount on registration, tuition, enrichment and extended care fees.

Note: Adult/Toddler Class tuition due in full on August 1, 2018.

Please fill out the following section if you would like to sign up for automatic monthly payments made using your MasterCard, Visa, or Discover card, or if you would like to make a one-time payment.

TBESOC Early Childhood Education Payment Authorization

_____ Please use my Visa, Master Card, or Discover card to pay my statement fees.
Your credit card will be charged for the registration fee and earthquake fee unless you turn in a check with this form.

_____ I will pay with cash/check and receive a 3% Discount.

Check the appropriate option below:

- This is a one-time authorization for full tuition to be charged August 1, 2018
- This is authorization to charge the credit card below for annual tuition/fees in 10 equal monthly installments from August 2018 through May 2019
- Additionally, I would like to contribute to the scholarship fund in the amount of \$ _____

Please charge the below credit card
(This section must be filled out each year)

Card Information: (**Please circle**) Visa Master Card Discover

Card Number: _____ Expiration Date: _____ CVC _____

Please print name as it appears on card: _____

Signature: _____ Date: _____

Billing Address (only if different from address on registration form)



ECC FAMILY INFORMATION SHEET 2018-2019

Temple Beth El South Orange County Gordon & Sklar Early Childhood Center
2A Liberty, Aliso Viejo, CA 92656 (949)362-3999 ext. 316

www.tbesoc.org

One form must be filled out per family

Check here if there are any changes from last year or if you are a new family to the ECC

Last Name:		TBESOC MEMBER? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Child's First Name:	<input type="checkbox"/> Currently Enrolled <input type="checkbox"/> <u>New Student</u>	Child's Birthdate:	/ /
Child's First Name:	<input type="checkbox"/> Currently Enrolled <input type="checkbox"/> <u>New Student</u>	Child's Birthdate:	/ /
Child's First Name:	<input type="checkbox"/> Currently Enrolled <input type="checkbox"/> <u>New Student</u>	Child's Birthdate:	/ /
Parent/Guardian Name:		Parent/Guardian Name:	
Phone (H)	Phone (W)	Phone (H)	Phone (W)
Phone (Cell)		Phone (Cell)	
Address		Address	
City	Zip	City	Zip
Email		Email	
Employer		Employer	

FOR OFFICE USE ONLY BELOW

Child's name	Class Code	Registration Fee	Total Session Tuition	Enrichments	Extended Care	Total Per Child
1.		\$	\$	\$	\$	\$
2.		\$	\$	\$	\$	\$
3.		\$	\$	\$	\$	\$
					Earthquake Kit(s)	\$
					Pre-K Materials Fee	\$
					Security Fee	\$
					Cash or Check 3% Discount	-\$ ()
					Full Payment Discount	-\$ ()
Payment Type	A / C				Sibling Discount	-\$ ()
Payment Frequency	A / M				Scholarship Fund	
					Total Due	

TBESOC ECC Policy and Procedures 2018-2019

Department of Social Services Forms must be completed and turned in for all students prior to attending.

Tuition/Payments

School year (annual) tuition is based on a 10 month program. **No tuition reductions or make-up days are available.** Discount of 3% on registration, tuition, enrichment and extended care fees for Cash/Check payments. TBESOC members in good standing receive enrollment priority and a 10% Sibling Discount on the lower tuition(s). Two payment options are available:

- 1) TBESOC members who pay tuition in full by August 1, 2018 receive a 7% discount (non-members may pay tuition in full, but will not receive the discount.)
- 2) 10 equal monthly installments billed to your credit card on file or paid Cash/Check.

Non-Refundable Registration Fees per Child

Pre-School \$103 Members, \$134 Non-Members

Pre K \$144 Members and \$175 Non Members (includes a \$40 Language Arts Materials Fee)

Parent/Toddler Classes \$36 Members, \$51 Non-Members

Earthquake Kit Fee \$20 for new students. No earthquake kit fee for Adult/Toddler classes.

Security Fee All ECC families contribute \$150 (per household, not per child) which may be divided over 10 monthly payments

Late Pick Up Fee: \$25 per 15-minute interval that a child is in program after their scheduled day ends (5 minute grace period)

Change Fee \$25 per change, if reduction in program(s), on/after August 1, 2018

Late Payment Fee \$25 charged on payments made after the 10th of the month. If payment is delinquent for more than one month, the child's space in the program is no longer reserved, and the child(ren) may not attend any programs until the balance is \$0. We reserve the right to pursue collection of all accounts in arrears for the recovery of all sums past due by cashier's check.

Temple Membership and ECC Tuition Policy

TBESOC members in good standing are offered discounted ECC tuition and fees in concert with their membership contributions. In order to receive the ECC discounted tuition and fees, TBESOC membership contributions must be equal to or greater than the discount amount. Please keep in mind: membership contributions are charitable contributions; changes in ECC program selections may result in an increase of TBESOC membership contribution.

Hours of Operation

8-9am	Optional Extended Morning Care
9am – 12:30pm	Preschool
12:30pm – 2pm	Optional Enrichment classes
2pm – 3pm	Optional Extended Care

Termination and Withdrawal

Any family withdrawing a child must complete a withdrawal form available at the ECC desk and on our website. A minimum of two weeks' notice is required. Family is responsible for tuition two weeks from the date the form is signed and received by the ECC or until the last day attended, whichever is later. We reserve the right to terminate enrollment under any of the following circumstances:

- Refusal to follow through on the recommendation for therapeutic intervention
- Dangerous and/or abusive behavior by any family member
- Clinical diagnosis determines that the child needs an environment that the Early Childcare Center is unable to provide
- Failure to pay appropriate fees

Class Placement

Placement of children is based on developmental readiness, as well as chronological age. The final decision about placement rests solely with the ECC Director of Education.

I have read and understand the Policy and Procedures.

Parent Signature: _____

Date: _____