



Good Shepherd Lutheran Church Preschool



7000 Creedmoor Road
Raleigh, NC 27613
(919)846-5060 or preschool@gslchurch.org

Registration Procedures 2009 Summer Camp Program

Key Dates

- ➔ Saturday, February 14th, 2009
 - Application for Enrollment, Fees, Parent Permission Forms, Signature Page Form should be submitted to/received by the Preschool
- ➔ Monday, February 17th – Thursday, February 20th
 - Preschool staff will process applications & contact parents with any questions / omissions
 - Priority will be given as follows: # of weeks enrolled, currently enrolled children, siblings of currently enrolled children, GSLC church members' children, general public
 - We will randomly draw envelopes in each category to ensure fairness
- ➔ Friday, February 21st
 - Preschool staff will mail (or provide in child's backpack) a Confirmation of Enrollment Form to parents
 - OR--
 - Preschool staff will contact those placed on a waitlist and your fees will be returned

Parents

1. Go to www.gslchurch.org/preschool website and access Forms;
2. Complete the Application for Enrollment – Summer Program form for *each child*. You may complete this form in adobe acrobat by typing your information in the highlighted fields;
3. Complete the Parent Permission Form;
4. Read the 2009 Summer Program Parent Policies & Guidelines and complete the Signature Page Form;
5. Please review the requirements for the Medical Form, and ensure that this form is submitted to the Preschool PRIOR to the first day of the first week in which your child is enrolled.
6. Fees:
 - a. Registration: This fee is NON-REFUNDABLE. This fee pays for classroom materials, teacher education, classroom maintenance, and playground upkeep and equipment.
7. Place the completed forms (items 2-4 above) in an envelope, along with the fees as outlined in item 6 above, and place in the designated basket at the Preschool. Mark the outside of the envelope with '2009 Summer Camp Program.' You may also mail the forms to the Preschool. Please mark them with ATTN: 2009 Summer Registration Forms.