

I. Registration Procedure

Registration is complete when **all** the registration forms have been submitted to the Covenant Christian School (CCS) office, along with the application fees. Children will be placed in a class based on the registration date and space availability.

**** We ask parents not to request a certain teacher.**

II. Registration Dates: (Early registration discount of \$25 until 2/26/2010)

A. Priority Registration for New Covenant Fellowship Church members and current school students and siblings will start:

Sunday, Jan. 17th, 2010

B. General Registration will start on:

Saturday, Jan. 30th, 2010

III. Age Requirement & Class hours

CLASS	Age by August 31, 2010	Birthday by
P2.5	2 years 6 mos.	February 28, 2008
P3	3 years	August 31, 2007
P 4	4 years	August 31, 2006
PK4	4+ years	Sep. 1-Dec 31, 2005
Kindergarten	5 years	August 31, 2005
1 st Grade	If completed kindergarten successfully.	

Children should be toilet trained and if, after a reasonable period of time, the child and/or parents cannot adjust to the rules and regulations of our school, we reserve the right to request withdrawal of the child.

IV. Required Forms: Obtain forms from school office or download from website.

1. CCS Registration Form	Additional Forms to be submitted by August 5, 2010*
2. Tuition Agreement	
3. Statement of Cooperation	
4. General Release Form	
5. Video and Photo Form	
6. 2-Emergency Cards	
7. Student's Medical	
	1. Health Inventory
	2. Health Inventory addendum (Screen for Lead Poisoning)
	3. Maryland Immunization Certificate*
	4. Emergency Form

* These forms must be received for student to enter classroom on the first day of school.

V. Tuition and Fees

A. **Application Fees:** (non-refundable, no sibling discount for application fees)

Preschool: \$150.00

Kindergarten & Up: \$250.00

B. Textbook and Activity Fees:

P2.5/P3	\$100	P4	\$150
Kindergarten	\$225	Elementary	\$345

**textbook and activity fees paid yearly.

C. Tuition Discounts:

1. 10% tuition discount for the second (third, fourth, etc.) child enrolled.
Full payment is required of the child that has the highest tuition.
2. 3% tuition discount given for 1-payment plan or 2-payment plan.
No discounts given if you pay by Credit Card.
3. CCS and NCFC Staff Discount: 50% for full time staff over 30 hours a week, 25% for 20 hours a week or more, and 10% for less than 20 hours.

TUITION 2010-2011

Class	Program	Time		Annual Tuition
P2.5	5 days	Full Day	9:00 – 3:20 pm	\$7950
	5 days	Morning	9:00 – 11:50 am	\$4795
P3	2 days	Morning	9:00 – 11:50 am	\$1725
	3 days	Morning	9:00 – 11:50 am	\$2450
	5 days	Morning	9:00 – 11:50 am	\$3690
	5 days	Full Day	9:00 – 3:20 pm	\$6450
P4	3 days	Afternoon	12:30 – 3:20 pm	\$2450
	5 days	Morning	9:00 – 11:50 am	\$3690
	5 days	Full Day	9:00 – 3:20 pm	\$6450
PK4	5 days	Extended morning	9:00 – 1:20 pm	\$4750
K5 and up	5 days	Full Day	9:00 – 3:20 pm	\$5650
Beforecare only	5 days	Morning	7:00 – 9:00 am	\$1,425
Extended Care	5 days	Morning & Afternoon	7:00 – 6:30 pm	\$2,650

** Beforecare includes breakfast and aftercare includes afternoon snack.

Payment Options:

Option I - Payment in Full: Pay 100% of the tuition fees directly to CCS in check or money order by August 5, 2010 and receive a 3% discount.

No discounts given if you are paying with credit card.

Option II – Semi-Annual Payments: Make two installments automatically transferred from your checking or savings account on the 5th of August and January via FACTS tuition payment system and receive a 3% discount. There will be a \$15 enrollment fee* automatically deducted from your account when your enrollment is processed.

Option III - Make (10) monthly installments automatically transferred from your checking or savings account on the 5th of each month starting August 5, 2010 and ending May 5, 2011 via FACTS tuition payment system. There will be a \$41 enrollment fee* automatically deducted from your account when your enrollment is processed.

Option IV – Make ten (10) monthly installments automatically transferred from your credit card on the 5th of each month starting August 5, 2010 and ending May 5, 2011 via FACTS tuition payment system. There will be \$41 enrollment fee* automatically deducted from your account when your enrollment is processed. There will be an additional 2.5% fee if this option is elected.