

**OUMC PRESCHOOL PROGRAMS
GENERAL INFORMATION AND POLICIES
2011-2012**

ADMISSIONS POLICY- Mother's Morning Out (MMO) students must be 18 months or older by September 1, 2011. Discovery Day School (DDS) students must be three or four by September 1, 2011 and toilet-trained. Immunization Form 121 must be submitted at the time of registration along with a completed application, the registration/supply fee and the first month's tuition check. Priority enrollment privileges are given to members of Oxford-University United Methodist Church and to returning students. Any additional openings will be available to the general public.

Registration packets will be accepted beginning Monday, January 31. Only fully completed applications which include the registration fee, a check for the first month's tuition (post-dated May 1, 2011) and Form 121s will be considered for placement. Priority registrants must reserve their places by noon on Friday, February 4, after which any openings will be offered to new students. Non-priority registrants are encouraged to turn in applications as soon as possible beginning January 31.

HOURS – School begins at 9:00 AM with arrival from 8:45 AM until 9:00 AM. All MMO students and DDS three-year-olds dismiss at 11:45 AM with pickup from 11:45 AM until 12:00 noon. DDS four-year-olds dismiss at 12:00 noon with pickup from 12:00 until 12:15.

SCHEDULE – Discovery Day School starts in mid-August while Mother's Morning Out is on Tuesday and Thursday mornings beginning the day after Labor Day. Both programs closely follow the Oxford City Schools calendar for holidays and staff development.

TUITION – Mother's Morning Out tuition for 2010-2011 is \$155.00 per month, September through April. Discovery Day School tuition is \$160.00 for three mornings/week and \$235.00 for five mornings/week, August through April. Tuition may be paid with one yearly check, two semester checks, or monthly checks. Monthly tuition checks are post-dated for the first day of each month and due on the first day of school.

FEE PAYMENT – The non-refundable registration fee of \$150.00 (which includes snacks and supplies) must be paid with registration. Checks for students accepted into the program will be deposited. Checks for students on the waiting list will not be deposited.

Registration also must include an August, 2011 tuition check for a DDS student (\$160.00 for three day students / \$235.00 for five day students) or a September, 2011 tuition check for an MMO student (\$155.00). These tuition checks must be post-dated for May 1, 2011. You will be notified in March whether your child has a reserved place for the 2011-2012 school year, or is on the waiting list. August/September tuition checks for students on the waiting list will not be deposited. If you are notified that your child has a place reserved for fall, 2011 you must contact us no later than noon on Friday, April 29 if your child will not attend. All other August / September tuition checks will be deposited on May 1.

Scholarships and partial scholarships are available. For information on scholarships, please contact the director.