

OUUMC PRESCHOOL PROGRAMS
A MINISTRY OF
OXFORD-UNIVERSITY UNITED METHODIST CHURCH
424 SOUTH TENTH STREET
662-234-3371

Dear Parents,

2017-2018 Discovery Day School and First Discoveries (formerly, Mother's Morning Out) registration information is now available . ***Please carefully read the "2017-2018 Registration Process and FAQs" also posted on this website and included in hard copies of registration packets as our registration process has changed.***

Parents of **returning** DDS or FD (MMO) students must return completed registration packets between 8:00 AM and noon on either Monday, January 30 or Tuesday, January 31 to reserve placement for the 2017-18 school year. Registration packets for siblings of returning students and for siblings of students currently enrolled in our four-year-old program may also be returned on these dates.

OUUMC members who do not have a student currently registered in DDS or FD, must register on Monday, February 6 for priority consideration.

Parents who are not OUUMC members and who wish to register a new student for FD or DDS should return registration packets on Wednesday, February 8.

To register a currently enrolled student for next year, each item listed below must be present in a registration packet and turned into the preschool office on January 30 or January 31 between 8:00 AM and noon.

To register a potential new student for next year, each of the items below must be present in a registration packet and the completed packet delivered personally to the director on February 6 for OUUMC members and on February 8 for non-members.

1. **A fully completed 2017-2018 enrollment application** - Please write "N/A" for any question which is not applicable. ***State licensing regulations require that every question on the enrollment form be completed prior to student enrollment.***

1) **An updated Immunization Form 121** (for new DDS and FD students only returning student 121s are on file)

3) **A non-refundable \$175.00 registration / supply fee check** - This check will be deposited only if your child receives placement for the 2017 – 2018 school year. ***Checks for students on the waiting list will not be deposited.***

4) **A non-refundable tuition pre-payment deposit check dated April 10, 2017** for the first month of the fall semester. All DDS/FD students pre-pay September tuition to confirm their intention of attending DDS/FD in the fall.

Tuition pre-payment deposits (payable to "OUUMC Preschool Programs") are:

Discovery Day School - \$175.00 for 3 days/week	
	\$250.00 for 5 days/week
First Discoveries -	\$165.00 for 2 days/week

You will be notified by early March whether your child has a reserved place for the 2017- 2018 year or is on our waiting list. **If your child has a reserved place but will not attend in 2017-2018, you must notify the preschool director in writing prior to April 10, 2017 or forfeit your non-refundable tuition pre-payment. *September tuition checks for students on the waiting list will not be deposited.***

Your registration fee covers all snacks and supplies, a class photo, and, for DDS students, a field trip T-shirt and school bag. School calendars and teacher assignments will be mailed in August. Post-dated tuition checks for October- May will be due at Parent Orientation Night.

Enrollment forms are available both in the preschool office and online at **www.ouumc.org**. If you have any questions regarding registration or would like to schedule a tour of our programs, please contact me at 234-3371 or come by my office any weekday morning.

Sincerely,

Susan S. Phillips
OUUMC Preschool Programs Director