



# Part Time Program Waiting list Form

***\$75 Registration fee is required with this form.***

Child's Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/s Name: \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Are you members of WEUMC? \_\_\_\_\_

Primary Contact: E-mail \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Secondary contact: E-mail \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

## Preference

Number of days desired \_\_\_\_\_ Days preferred \_\_\_\_\_

### Priority Placement

- Jan. 5 – 15 - families currently enrolled and new church families will be placed. Placement is determined by the order in which wait list forms are received, and the number of days the parent/s request. Children of parents requesting three to five days will be placed first. The child's gender and age are considered as well.
- Starting Jan. 16, the waiting list opens and spots will be filled from it. Current families lose their priority status.

### Acceptance of Registration

- Your enrollment is not guaranteed until you receive an email offering you specific days. You must reply to this email within 4 days or we will assume you do not want the spot.
- If you accept the days, you will need to pay the \$250 Enrollment Fee to guarantee your spot. This will be non-refundable, but will be applied to your LAST month's tuition.

Office Use Only:

Date Received: \_\_\_\_\_

Registration Fee Received: \_\_\_\_\_

Placement offered: \_\_\_\_\_

Email confirmation Received: \_\_\_\_\_

Notes: