

**GOOD SHEPHERD EARLY CHILDHOOD CENTER**

Irvington Presbyterian Church  
25 North Broadway, Irvington, NY 10533  
914-591-4104

[Mandy.Landivinec@irvingtonpresbychurch.org](mailto:Mandy.Landivinec@irvingtonpresbychurch.org)

**CONTRACT & REGISTRATION – 2022-2023**

Child's name \_\_\_\_\_ Boy/Girl \_\_\_\_\_ DOB \_\_\_\_\_

This contract, dated \_\_\_\_\_, shall be between the Good Shepherd Early Childhood Center and

Mother/Guardian \_\_\_\_\_ e-mail \_\_\_\_\_

Occupation \_\_\_\_\_ Cell Phone \_\_\_\_\_

Father/Guardian \_\_\_\_\_ e-mail \_\_\_\_\_

Occupation \_\_\_\_\_ Cell Phone \_\_\_\_\_

Home Address \_\_\_\_\_ Home Phone \_\_\_\_\_

City, State. Zip \_\_\_\_\_

**Enrollment** (please indicate 1<sup>st</sup> & 2<sup>nd</sup> choice)

**2's – 2 mornings/week (9:15-11:30) Total: \$4,646**

- \_\_\_\_\_ Monday/Tuesday or \_\_\_\_\_ Thursday/Friday
- Deposit \$400 + \$100 registration fee
- Remaining tuition to be paid in thirds of \$1,382 in February, May and August 2022.

**3's – 3 mornings/week (9:00-11:45) Total: \$5,349**

- \_\_\_\_\_ Wednesday/Thursday/Friday or \_\_\_\_\_ Monday/Tuesday/Wednesday
- Deposit \$500 + \$100 registration fee
- Remaining tuition to be paid in thirds of \$1,583 in February, May and August 2022.

**3's – 5 mornings/week (9:00-11:45) Total: \$7,346**

- Deposit \$700 + \$100 registration fee
- Remaining tuition to be paid in thirds of \$2,182 in February, May and August 2022.

**4's – 5 mornings/week (9:00-11:45) Total: \$7,346**

- Deposit \$700 + \$100 registration fee
- Remaining tuition to be paid in thirds of \$2,182 in February, May and August 2022.

**4's – 5 mornings & 3 afternoons/week (9:00-2:30/11:45) Total: \$10,416**

- Deposit \$800 + \$100 registration fee
- Remaining tuition to be paid in fourths of \$2,379 in February, May, August and November 2022.

A limited amount of tuition assistance is available by application.

\_\_\_\_\_ Monthly Payment Plan Requested

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**Conditions**

Enrollment is for the full school year beginning in September and ending in June. All fees and tuition payments are non-refundable except, if in the opinion of the director, the continuance of a child at the school is not in the best interest of either the child or the school. Schedule and class adjustments may be needed if COVID restrictions continue into 2022-23 school year. If so, families will be able to withdraw in certain conditions without penalty.

**Medical Policy**

**An annual physical exam, signed and dated by the physician** and indicating up-to-date immunizations and screening must be on file **before a child can begin school**. School staff and families will be the only ones with access to a child's medicals unless otherwise indicated.

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**Accepted and agreed to:**

Parent's Name (Please Print) \_\_\_\_\_

Date \_\_\_\_\_ Parent's Signature \_\_\_\_\_

G.S.E.C.C. Authorized Signature \_\_\_\_\_

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**F.Y.I. --** Make check payable to **Irvington Presbyterian Church**, no credit cards accepted. Nursery School fees may be eligible expenses for childcare tax credits, according to Internal Revenue Service regulations. Check with your accountant or IRS to determine eligibility. **Our Federal ID # is: 13-1740280.**

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**OFFICE USE:**

	\$	Check #:	Date:
<b>Registration Fee Rcvd.</b>	\$		
<b>Advance Tuition Rcvd.</b>	\$		
<b>February Payment Rcvd.</b>	\$		
<b>May Payment Rcvd.</b>	\$		
<b>August Payment Rcvd.</b>	\$		
<b>4s Full day 4<sup>th</sup> Payment Rcvd.</b>	\$		

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\_\_\_\_\_ Monthly Payment Plan Approved/Attached