

**Prince of Peace Lutheran Church  
Little Shepherds Learning Center  
REGISTRATION 2024-2025**



*Supporting each child's growth and development  
through early learning experiences and faith-based teachings.*

Welcome and thank you for choosing our program at Prince of Peace Lutheran Church for your family! Little Shepherds is a part-time school year program offered August to May. We look forward to a year of caring and learning.

Check out our class and program information in our *Parent Handbook* on the church website [www.princeofpeacedublin.org](http://www.princeofpeacedublin.org)

May God bless your family,  
Sue Miller, Director  
[littleshepherdschool@gmail.com](mailto:littlesthepherdschool@gmail.com)  
(614) 209-4554

**Information to register your child  
for school year 2024-2025**

**Registration for current families and church members begins December 1, 2023.  
Registration for community members begins January 15, 2024**

1. Review class offerings, times, age criteria, days, registration fee, supply fee, and full tuition.
2. Choose the class that matches your child's age group.  
If your first choice is not available, we will call to discuss class options.
3. Review the Tuition Agreement and the monthly payment plan and payment options.

**To Register**

Use our online enrollment form found on the church website at [www.princeofpeacedublin.org](http://www.princeofpeacedublin.org). Click on the Little Shepherds tab and scroll to the registration information. The online form will request your registration fee. Online registration begins December 1, 2023

Prince of Peace Lutheran Church  
 Little Shepherds Learning Center  
**CLASS OFFERINGS 2024-2025**



**August 26, 2024 to May 14, 2025**

<u>Arrival at Exterior Doorways</u>	<u>Dismissal from the classrooms</u>			
<b>Age 2.5 years</b>	Little Lambs Toddlers	TTh	9:20 to 11:55	2/2
<b>Age 3</b>	Lambs Preschool	MW or TTh	9:20 to 11:55	N/7
<b>Age 3-4</b>	Rainbows Preschool	MTW	9:20 to 11:55	P/215
<b>PreK age 4-5</b>	Shepherds PreK	MTWTh	9:15 to 12:00	D/4
<b>PreK age 4-5</b>	Disciples PreK	MTWTh	9:15 to 12:00	E/9
<b>Kindergarten Enrichment</b>	age 5 & 6	TW am	9:15 to 11:45	Q/205
		TW pm	1:00 to 3:00	

Registration fee is \$225 nonrefundable; tuition is divided by 10 months Aug to May

<b>Toddlers:</b>	<b>toilet trained not required</b>	<b>Ratio</b>	<b>Days</b>	<b>Monthly Pymt</b>
Little Lambs	age 2.5 by September 2024	2-8	TTh am	\$200
<b>Preschool:</b>	<b>must be toilet trained</b>	<b>Ratio</b>	<b>Days</b>	<b>Monthly Pymt</b>
Lambs	age 3 by September 2024	2-12	MW am or TTh am	\$200
Rainbows	age 4 by March 2025	2-12	MTW am	\$257
<b>PreK:</b>	<b>must be toilet trained</b>	<b>Ratio</b>	<b>Days</b>	<b>Monthly Pymt</b>
Shepherds	age 4 by September 2024	2-14	MTWTh am	\$314
Disciples	age 5 by March 2025	2-14	MTWTh am	\$314
<b>Kindergarten Enrichment:</b>		<b>Ratio</b>	<b>Days</b>	<b>Monthly Pymt</b>
Enrolled in formal KG program/ Age 5 by September 2024		2-10	TW am or TW pm	\$200

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ENROLLMENT FORM 2023-2024



Child name \_\_\_\_\_

DOB \_\_\_\_\_

Gender \_\_\_\_\_

What name should we use for name recognition? \_\_\_\_\_

Does your child have a medical condition or food allergies? \_\_\_\_\_

What is your home language? \_\_\_\_\_

Parents' names \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Parent email for school information \_\_\_\_\_

Parent cell phone \_\_\_\_\_

Permission to share contact information on the class roster? Yes No

Permission to use your child's photo/video in LSLC or church publications? Yes No

Are you a church member or current family of LSLC? Yes No

If sibling is also attending, list which other class \_\_\_\_\_

Please list your class selection:

**First choice**

**Second choice**

\_\_\_\_\_

\_\_\_\_\_

**Office use only:**

Class assignment \_\_\_\_\_

Payment date \_\_\_\_\_ check# \_\_\_\_\_ online \_\_\_\_\_ Fee \_\_\_\_\_

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TUITION AGREEMENT 2024-2025



We agree to the following to enroll and hold a place for our child \_\_\_\_\_  
child's name

- The non-refundable registration fee of \$225.00 is due with the enrollment form.
- We agree that our child meets the age criteria and toilet training criteria for the class chosen.  
**Little Lambs** age 2.5 by September 2024, toilet training not required; 8 each group with 2 teachers  
2 day TTh am Tuition \$2,000.00 monthly payment \$200  
**Lambs** age 3 by October 2024, toilet training required; 10 each group with 2 teachers  
2 day MW and/or TTh am Tuition 2 day \$2,000.00 monthly payment \$200  
4 day \$3,140.00 monthly payment \$314  
**Rainbows** age 4 by March 2025, toilet training required; 12 each group with 2 teachers  
3 day MTW am Tuition \$2,570.00 monthly payment \$257  
**Shepherds Prek** age 4 by September 2024, toilet training required; 15 each group with 2 teachers  
4 day MTWTh am Tuition \$3,140.00 monthly payment \$314  
**Disciples Prek** age 5 by March 2025, toilet training required; 15 each group with 2 teachers  
4 day MTWTh am Tuition \$3,140.00 monthly payment \$314  
**Kindergarten Enrichment** enrolled in formal KG program or age 5; 10 each group with 2 teachers  
2 day TW am or TW pm Tuition \$2,570.00 monthly payment \$200
- We understand TUITION RATES are based on a 34 week program schedule. **WE NO LONGER ACCEPT PERSONAL CHECKS.** For ease of payments, tuition is divided evenly by a 10 month payment plan; which is offered August 1, 2024 to May 1, 2025. Monthly payments are due on 1<sup>st</sup> of each month. We agree to pay a late fee of \$10 after the 10<sup>th</sup> of each month.  
**-Auto payment is required or preferred.** The church payment program is called Breeze. Credit/Debit card payments accepted. Service fee per transaction with credit card. Fill out the Breeze Authorization Form for first payment to begin; August 1, 2024 to May 1, 2025.  
**-Check Payments can be mailed from your bank account to the Learning Center;** make checks payable to Prince of Peace Lutheran Church 5475 Brand Road Dublin Ohio 43017  
**-Make auto payments monthly online** at princeofpeacedublin.org; go to LSLC page, make a payment by 1<sup>st</sup> of each month.
- We agree to pay a \$36 charge for each payment returned/not processed due to non-sufficient funds.
- We understand that full monthly payment is required regardless of holidays, vacations, illness, school closings, or withdrawal.
- We understand that dismissal times are set for each class. We understand we must notify the Learning Center at (614) 209-4554 if we will be late picking up. We understand the school reserves the right to charge a \$15 late dismissal fee for each incident.
- WITHDRAWAL – Parent initiated – We agree to notify the Learning Center or church office by July 1, 2024 if our child is not going to attend for this school year. We agree to notify the Learning Center if our child will not be completing the school year.  
We agree to pay the current month's payment regardless of the number of days in attendance.
- WITHDRAWAL – School initiated – We understand that the school reserves the right in extreme circumstances to terminate enrollment of any child, if in the opinion of the staff, continued attendance would not be in the best interest of either the child or the school. Secondly, if payments are not maintained current; and thirdly if required forms are not provided for the child. We agree to pay the current month's payment regardless of the number of days in attendance.

Parent Signature

Date

Keep a copy for your records