

**Karen Scapellato / Patty White**

# Directors

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**Registration for the 2022/2023 School Year:**

**Church members, current students and families:**

**Begin January 26th, 2022**

**New students: Begin February 7th, 2022**

**Registration Procedures**

Access our website at [www.ravensworthpdo.com](http://www.ravensworthpdo.com) and download the registration documents.

1. Fill out the **Application for Admission** (**both sides**) completely. Your application can be emailed or printed and mailed along with payments.

2. Write your check for the **Registration Fee** for **$100** (All classes), payable to Ravensworth Baptist Church PDO Preschool. The Registration Fee is non-refundable.

**A DEPOSIT tuition equal to one month tuition is required to hold your child’s spot in the program. The deposit tuition is applied to the last month’s payment and must be made at registration for new students or is due by May 1st 2022 for current students.**

**Both Fees can be included in the same check.**

3. For **Current Students**, send your application and check in your child’s red bag to school. We will confirm your registration with you. If you have any questions, please just give us a call or send an email.

4. For **New Students**, please email or call for availability beginning Monday February 7th, 2022. We will make individual appointments for registration.

5. **Health Form** - Required **ONLY** for students enrolling for the **1st time**. Be certain BOTH the Physical and Immunization sections are signed by the physician. The front of the form **must also be signed by the parent (bottom of page)**. This form can be found on our website.

**A HEALTH FORM** **MUST BE ON FILE BEFORE YOUR CHILD CAN ATTEND SCHOOL IN SEPTEMBER.**

6. **Proof of Child’s Identity** is a state requirement - we must see an Original Birth Certificate for all **students enrolling for the first time** at Registration or before attending school in September.