



Leelanau Children's Center

# 2024/2025 School Year Registration

Revised 3/8/2024

office use  
initials:  
date:

Child's Full Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Nickname: \_\_\_\_\_

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

Gender:      M      F

**Michigan Department of Education requires that we collect the following ethnicity and race information:**

**Child's Ethnicity (select one):**     Hispanic or Latino       Not Hispanic or Latino

**Child's Race (select one or more):**     American Indian or Alaskan Native     Asian     White  
 Black or African American     Native Hawaiian or Other Pacific

## PARENT 1 Information:

## PARENT 2 Information:

Parent Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

## Preschool Schedule

**Select days of the week** (2, 3, 4 or 5-day options):

- M/T
- W/Th
- M/T/W/Th
- F

**Select time:**

- Full Day (**8:00 AM - 3:30 PM**)
- Extended Day Option\* (**3:30 - 4:30 PM**)

\*Extended Day Option must be signed up for at time of registration to reserve space.

**Schedule and Tuition Changes** - Program schedules are dependent on enrollment demand and may change during the school year. We reserve the right to adjust the schedule of care offered and will provide 14 days notice prior to implementing schedule changes. Tuition may change based on enrollment.

## 2024/2025 School Year Preschool Tuition Rates

After acceptance, families will be invited to join Brightwheel, LCC's billing and communication app. All registration and tuition fees will be invoiced and paid through Brightwheel.

**Registration Fee: \$50 per child, nonrefundable (\$25/sibling thereafter per registraton)**

**Daily Rate: \$63**

**Extended Day Rate: \$10 (added to Daily Rate, subject to change based on enrollment for Extended Day)**

Tuition will be billed in **nine equal, monthly invoices** based on the number of days in the school year.

Please contact LCC Program Director, Molly Grosvenor, with any questions via email, [molly@leelanauchildrencenter.org](mailto:molly@leelanauchildrencenter.org), or by phone, 231-256-7841.

**I have read the policies on this form.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Tuition Assistance

### The Great Start Readiness Program (GSRP)

The GSRP is a State of Michigan funded preschool program available for qualifying children who are four years old by December 1st, 2024. If you are interested in receiving more information on this program, please let our Program Director know. All four year old children whose family is at or below 300% of the federal poverty level will qualify automatically (find Federal Poverty Level calculator online). LCC can also apply for a limited number of over-income slots.

- My child qualifies for GSRP.
- We want to apply for an over-income slot.
- Not sure, we want to learn more about GSRP.

### DHS Child Care Assistance

Childcare assistance may be available through the Michigan Department of Human Services and we can help you navigate through this process. Head to [www.michigan.gov/mdhhs](http://www.michigan.gov/mdhhs) for more information and application.

- We are interested in getting assistance from LCC in applying for this program.

### John and Bruce Simpson Scholarship Fund

Monies from this Fund are reserved to assist families with tuition costs when state or federal funds do not cover the full cost of education. Applications are prioritized on a need basis and eligibility is based on family household income; however other factors such as a child's developmental delay, diagnosed disability, parent education, and primary home language other than English will be considered.

- We are interested in applying for tuition assistance through LCC.

### LCC Community Fund

Monies from this Fund are used to cover the gap in what families pay in tuition and the actual cost of care. All families receive monies regardless of income ensuring our program is equitable and accessible to all.

## Payments and Fees

- **Payment:** Tuition, extended day, and other fees are invoiced through the BrightWheel app and website. An email will be sent to you once we receive this form inviting you to sign up for a BrightWheel account.
- **Sibling Discount:** A 5% sibling discount is offered if children are enrolled together in the same year. Discount is for the oldest child's tuition.
- **Late Pick Up Fee:** A charge of \$30 per 15 minutes will be added to your bill for any child not picked up by 4:30pm.
- **Absences:** Absences do not reduce tuition; nor do days we are closed for reasons beyond our control. In the event of extenuating circumstances that cause extended closure, refunds may be issued.
- **Tuition Rates** are subject to change up to 30 days before session begins. You will be notified of any change in tuition rates.

## What to Expect Next

- **Confirmation:** Once your child's schedule is confirmed, you will receive an email with your child's schedule. An email newsletter introducing the staff and letting you know what to bring and expect the first days will be sent prior to the new session.
- **Paperwork:** All necessary paperwork will be emailed to you prior to your child's first day in the session, please keep a look out for it. Please make sure to have all pieces complete before the first day of the session.

## Family Involvement, Engagement & Participation

At LCC we believe family engagement is a critical force in shaping your child's success. Participation in events and activities not only keeps our tuition as low as possible, it also helps foster a sense of community in kids and adults alike. We offer many opportunities to get involved and ask you (yourself or family members) to commit to at least (2) volunteer opportunities with LCC per year. Please fill out the 'Family Engagement Form' under the Enrollment tab on our website to make your selections.