



Westminster Nursery School
2040 Washington Road Pittsburgh, PA 15241
412-835-2906

Dear Parents:

Enclosed is your registration packet for the 2010-2011 school year. Please read all information carefully before completing the registration/class selection form. Note: **The WNS Registration/Class Selection Form and a non-refundable registration fee of \$45 for the first child and \$35 for each additional sibling will complete your registration.** Please make checks payable to the Westminster Nursery School.

The packet contains:

§ WNS Registration/Class Selection Form-2 sided	(white)	Required for Registration
§ History Form-2 sided	(orchid)	Deadline – May 30, 2010
§ Emergency Form/Permission Form-2 sided	(blue)	" "
§ Health Assessment Form*	(salmon)	Deadline – May 30, 2010
§ Parent Letter / Tuition Rate Schedule-2 sided	(white)	Yours to keep

*Health Assessment forms must be up-to-date and on file at all times.

-currently enrolled students: health assessment form will be transferred to child's file for 2010-2011 registration

-new students: health assessment form must accompany all other forms due May 30, 2010

WESTMINSTER NURSERY SCHOOL 2010-2011 REGISTRATION PROCEDURES

- Registration for the 2010-2011 school year will take place by **MAIL ONLY** and must be accompanied by a \$45 (plus \$35 for each additional sibling) non-refundable fee, not applicable to tuition.
- Registration forms for children presently enrolled in the WNS program (and their siblings), followed by WCDC children, children of Westminster Church members and children of alumni families (within the past 5 years), **must be postmarked and mailed** to the Westminster Nursery School office **no sooner than Tuesday, January 26, 2010 (no early postmarks will be accepted).**
- Registration forms for children in the community **must be postmarked and mailed no sooner than Thursday, January 28, 2010 (no early postmarks will be accepted).**
- **No hand-delivered forms or faxed registrations will be accepted.**
- You will receive a class confirmation card approximately 4-5 weeks after registration has been completed. **Please do not call the school regarding your child's placement.**

(over)

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Tuition rate schedule: Payment Procedure 2010-2011

Please Note: the Non-Refundable first payment for your child's tuition must be paid on, or before May 30, 2010 to retain a space in class. If payment is not received by May 30, 2010 your child's space will be automatically relinquished.

1 day Two's Together \$461.00 per year

Payment Options	1.	\$461.00	due May 30, 2010
	2.	\$230.50 \$230.50	due May 30, 2010 due September 30, 2010
	3.	\$115.25 \$115.25 \$115.25 \$115.25	due May 30, 2010 due July 30, 2010 due September 30, 2010 due November 30, 2010

2 day class \$1017.00 per year

Payment Options	1.	\$1017.00	due May 30, 2010
	2.	\$508.50 \$508.50	due May 30, 2010 due September 30, 2010
	3.	\$254.25 \$254.25 \$254.25 \$254.25	due May 30, 2010 due July 30, 2010 due September 30, 2010 due November 30, 2010

3 day class \$1314.00 per year

Payment Options	1.	\$1314.00	due May 30, 2010
	2.	\$657.00 \$657.00	due May 30, 2010 due September 30, 2010
	3.	\$328.50 \$328.50 \$328.50 \$328.50	due May 30, 2010 due July 30, 2010 due September 30, 2010 due November 30, 2010

4 day class \$1707.00 per year

Payment Options	1.	\$1707.00	due May 30, 2010
	2.	\$853.50 \$853.50	due May 30, 2010 due September 30, 2010
	3.	\$426.75 \$426.75 \$426.75 \$426.75	due May 30, 2010 due July 30, 2010 due September 30, 2010 due November 30, 2010

All required paperwork MUST be in by May 30, 2010

All tuition MUST be paid in full by November 30, 2010