

# FULL DAY REGISTRATION FORM

Child's name (first/middle/last) _____		o Male   o Female
Date of Birth (m/d/y) _____ / _____ / _____	Age (as of registration date) _____	
Parent/guardian name _____	Home # _____	
Cell # _____	E-mail _____	
Home address _____	City _____	Zip _____

Mill Creek Early Childhood Program is open Monday through Friday, 7:00 am to 5:30 pm. Lunch and am and pm snack are served daily. For further information you may contact Ilana Marczak at [imarczak@millcreekecp.com](mailto:imarczak@millcreekecp.com) or call directly at 1.630.326.7519.

## Registration Policies

- A completed registration form along with the non-refundable registration fee and *4-week security deposit* is necessary to process your child's registration and secure their space at Mill Creek Early Childhood Program.
- The following paperwork is required prior to your child's first day at Mill Creek Early Childhood Program:

1. Emergency contact Form
2. Travel Emergency Form
3. Release Form
4. Child/Family History Form
4. Copy of child's Birth Certificate
5. Medical Form **complete with immunizations,** and parent and doctor signature
6. Signature that you have read the parent handbook
7. Signature that you have read the DCFS licensing form
8. Walk/Bus Authorization From

Weekly Tuition	
<b>Infant</b> (6weeks to 14 months)	\$ 449
<b>*Toddler</b> (15 months to 23 months)	\$ 423
<b>Two-year old</b>	\$ 387
<b>Three to Five-year old</b>	\$ 351

\*Urban Infant Tot Cot (1 time purchase)

- A non-refundable, non-transferable enrollment fee of \$150 per child is required at the time of registration. In order for your deposit to be applied, 4 weeks' notice is required prior to your child's last day at Mill Creek Early Childhood Program.
- If you choose to withdraw enrollment within 30 days of this acknowledgement the deposit is fully refundable. On day 31 the deposit is non-refundable.
- Payments are made weekly or monthly and must be paid on Friday or on the last day of the month for the upcoming week/month. Your payment will be prorated based on your child's first day at Mill Creek Early Childhood Program.

I have read and understand the Registration Policies for Mill Creek Early Childhood Program.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Start Date: \_\_\_\_\_

