

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, am and pm snack are served daily. For further information you may contact Ilana Marczak at 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 Form

Weekly Tuition	
Infant (6weeks to 14 months)	\$ 470
*Toddler (15 months to 23 months)	\$ 440
Two-year old	\$ 400
Three to Five-year old	\$ 370

*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: _____



FULL DAY REGISTRATION FORM

WAIT LIST

I would like my child, _____ to be placed on the wait list for Mill Creek Early Childhood Program.
Child's name

There is a \$100 wait list fee that will then be applied toward the deposit if space becomes available. Once you are notified of an opening, you will have three business days to accept or decline. Upon accepting, please let us know your child's start date. We will work with you if you need to give notice to a current school. The \$100 wait list fee is non-refundable if you choose not to enroll.

Please complete the following information:

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 _____

Please select ?	Full Time	Part Time
Infant (6weeks to 14 months)		
*Toddler (15 months to 23 months)		
Two-year old		
Three to Five-year old		

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

Guardian signature: _____

Print Name: _____

Date submitted: _____

Desired start Date: _____

