



208 Summit Avenue  
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templesinainj.org/ecep

Amy Damast, Ph.D., Director  
Amy@templesinainj.org  
  
Stuart W. Gershon, D.D., Rabbi  
Marina Shemesh, Cantor

Winter/Spring 2019

Dear Prospective Family,

We appreciate your interest in the Early Childhood Education Program (ECEP) at Temple Sinai. Our program includes Toddler & Me (a child-caregiver class), Toddlers Together (a school-readiness “transition” drop-off class), and school classes for 2-, 3-, and 4-year-olds. We also offer our Summer Sensations camp program for 2-, 3-, and 4-year-olds. These classes take place in our beautifully renovated classrooms, and the children have use of all Temple facilities – the playground, Mud Kitchen and other outdoor play and learning spaces, the sanctuary and chapel, the library, and the kitchen. Temple Sinai is situated in the historic Todd mansion, and that “homey” feeling is evident wherever you walk, both indoors and outdoors.

Choosing a program that fits your child’s and family’s needs is an important decision. At Temple Sinai’s ECEP, we understand that children are born with the curiosity, ability, and the desire to learn about their world and the people in it. Your child will be part of an active learning environment that will inspire creativity, imagination, and the love of learning! Equally important, you will become part of the Temple Sinai community, a community that is motivated to support the social, emotional, academic, and spiritual journey that you are beginning with your child. Lifelong friendships for children and adults are formed at Temple Sinai’s ECEP. As an added benefit, Temple membership is **included** in full-year class tuition for those families whose oldest child is in Kindergarten or below. For those who are interested in membership and whose oldest child is in 1<sup>st</sup> or 2<sup>nd</sup> grade, Temple Sinai offers a reduced annual family membership rate. More details are on the attached registration form.

Our program is a research-based program that incorporates the best practices from a variety of different educational approaches. We use both child-centered and teacher-guided instruction; our teachers design curriculum to teach developmentally appropriate skills based on themes that emerge during classroom discussions and interactions. This type of “emergent” curriculum allows children with all learning styles to move through skills mastery at their own pace, using materials and activities that interest them. The lesson plans will differ from class to class and year to year, with the important age-level skills (social, cognitive, language, and physical) always at the core.

We invite you to visit and observe the rich and creative experiences your child will have. We are happy to meet with you individually for a tour of the Temple and to answer any questions you may have about the program. Please email ([Amy@templesinainj.org](mailto:Amy@templesinainj.org)) or call (908-273-4921, x31) for more information and to schedule an appointment. Also, check out our [Facebook page](#) (Temple Sinai’s Early Childhood Education Program) for photos of the exciting happenings in and around our school.

I look forward to meeting your family soon!

Best regards,

A handwritten signature in cursive script that reads "Amy Damast".

Amy Damast, Ph.D.



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## Early Childhood Education Program Philosophy

At Temple Sinai's Early Childhood Education Program, we understand that children are born with the curiosity, ability, and desire to learn about their world and the people in it. Our job as educators is to create opportunities for children to explore and learn in safe and developmentally appropriate environments. We believe in the importance of children's engaging with peers, teachers, and classroom materials in ways that meet the needs and pace of each individual child. Our students are supported in all areas of their development -- cognitive, physical, social-emotional, and language. Our teachers model critical life skills, including the social/communicative skills necessary to succeed in everyday social interactions. They also create classroom environments that encourage children to become thinkers and problem-solvers and to guide their own learning experiences. Finally, the ECEP supports young children and their families in beginning their Jewish journey together, with friends, and with their community.

The mission of Temple Sinai's Early Childhood Education Program is to:

- provide genuine, safe, and exciting new experiences for young children and their families;
- promote positive self-esteem and a strong sense of Jewish identity;
- foster lifelong friendships within our nurturing community;
- create an active and interactive learning environment for children, parents, and staff;
- inspire creativity, imagination, and love of learning in every child;
- celebrate our world and its diversity; and,
- support children in their natural development from "me" to "we."



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## CLASS DESCRIPTIONS

### Toddler Classes (page 7)

Children ages 18 months to 2 years may attend our transition class on Tuesday and/or Thursday mornings from 9:00 – 11:00 am. (Contact the ECEP office for information about our toddler-caregiver class.)

### 2s Classes (page 7)

Children may attend class three morning (Monday, Wednesday and Friday), four mornings (Monday, Tuesday, Wednesday and Friday), or five mornings per week. Classes meet from 9:00 – 11:30 am.

### 2s Lunch (page 7)

Children attending our 2s classes may stay for lunch from 11:30 am – 12:15 pm. You will be asked to pack your child a kosher-style lunch each day. The 2s Lunch program begins several weeks into the school year after the 2s have transitioned to their school day.

### 2s Lunch + Enrichment option (pages 4 and 7)

Children attending our 2s classes may stay for Lunch + Enrichment from 11:30 am – 1:00 pm. Enrichment classes include theme related activities and structured play time. A different Enrichment class will be offered each day. See page 4 for more details. The 2s Lunch+Enrichment program begins several weeks into the school year after the 2s have transitioned to their school day.

### 3s Classes (page 9)

Children may attend class four mornings (Monday, Tuesday, Wednesday and Friday) or five mornings per week. Classes meet from 9:00 am until 1:00 pm. (You may extend your child's day until 2:30 pm by enrolling in the Enrichment program below.) Lunch time is included, and you will be asked to pack your child a kosher-style lunch.

### 3s "...and More" Enrichment program (pages 4 and 9)

Children attending our 3s classes may stay until 2:30 pm for our Enrichment program. The program includes a short rest time, structured and unstructured work/play time to focus on age-appropriate skills, and indoor or outdoor gross motor play. Your child may join us for 1 to 5 days per week. See page 4 for more details. 3s/4s Enrichment program begins approximately 2 weeks into the school year.

### Pre-K/4s Classes (page 11)

Children may attend 4 mornings (Monday, Tuesday, Wednesday and Friday) or 5 mornings per week from 9:00 am – 1:00 pm. (You may extend your child's day until 2:30 pm by enrolling in the Enrichment program below.) Lunch time is included, and you will be asked to pack your child a kosher-style lunch.

### Pre-K/4s "...and More" Enrichment program (pages 4 and 11)

Children attending our 4s classes may stay until 2:30 pm for our Enrichment program. The program includes a short rest time, structured and unstructured work/play time to focus on age-appropriate skills, and indoor or outdoor gross motor play. Your child may join us for 1 to 5 days per week. See page 4 for more details. 3s/4s Enrichment program begins approximately 2 weeks into the school year.

### Early Drop-off (page 8, 10, or 11, depending on age)

Children enrolled in the 2s, 3s, and 4s classes may begin their day at 8:30 am. (This option is not available for our toddler class students.)

**\*\* Our classes require a minimum number of enrolled children in order to proceed.**



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## ENRICHMENT OPTIONS

### 2s “Hands on...” Enrichment options

Children attending our 2s Lunch program may also stay for Enrichment from 12:15 – 1:00 pm.

- Monday – **“Hands on... Building and Construction”** (experiment and build with traditional and non-traditional building materials)
- Tuesday – **“Hands on... Storytime Live”** (stories come alive with art, drama, cooking and more)
- Wednesday – **“Hands on... Science and Nature”** (explore the world of science and nature using our scientific inquiry skills)
- Thursday – **“Hands on... Group Games”** (learn about turn-taking, cooperation, and collaboration while playing all sorts of age-appropriate games)
- Friday – **“Hands on... Movement and Music”** (end the week with the opportunity to move and groove)

### 3s and 4s “... and More” Enrichment program

Children attending our 3s or 4s program may stay from 1:00 – 2:30 pm for a continuation of our skills-based morning curriculum in a multi-age setting.

Your child may join us for 1 to 5 days of this exciting new program. No two days will be the same!

Monday: **Science... and More!** including opportunities to explore nature and science concepts and create hands-on experiments to answer questions of interest

Tuesday: **Language/Literacy... and More!** including letter and word play, poems and rhyming, music and songs to develop language and literacy skills in a multi-sensory way

Wednesday: **Dramatic Play and Movement... and More!** including storytelling and re-telling, creating props and costumes, and engaging in improvisational acting.

Thursday: **Fine Motor Development... and More!** including cutting, tracing, painting, drilling, lacing and sewing to develop increased hand strength and dexterity

Friday: **Math Play... and More!** including games, cooking, and process art to work on counting, measuring and patterning skills

After a short rest time, children will use open-ended materials to strengthen the age-appropriate skills. Activities will focus on developing skills in literacy, math, STEM, art, music and movement, drama, **...and More!** Children will also participate in gross motor play, either outdoors in the Temple backyard (including the playground and Mud Kitchen) or indoors, depending on the weather.

(Please note: Children are not required to sleep during rest time – they will rest while listening to music, reading books, or listening to stories. Children will rest on individual mats, and you will be asked to send a crib-sized sheet or blanket to cover the mat. Rest sheets will be sent home each week for washing.)



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## Toddler and 2-year-old classes Registration – 2019-2020 School Year

Name of Child: \_\_\_\_\_ Gender: M F

Home Address: \_\_\_\_\_

Child's Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Current Temple member: \_\_\_\_\_ Yes \_\_\_\_\_ No

Older child attending Temple Sinai Religious School in 2019-2020? Yes (grade) \_\_\_\_\_ No \_\_\_\_\_

**New families:** Please tell us who referred you to our school so that we can express our gratitude.

Referred by: \_\_\_\_\_

	Number days/week	Hours	Days	✓	Tuition (if registered after 2/8/19)	Total
<b>Toddlers Together</b> (2 years old by 4/1/20)	1 or 2 days	9:00 – 11:00 am	Tuesday		<input type="checkbox"/> 1 day: \$995 <input type="checkbox"/> 2 days: \$1975	
			Thursday			
<b>2s classes</b> (2 years old by 10/1/19)	3 - 5 mornings	9:00 – 11:30 am	* 3 days: Monday, Wednesday, Friday		<input type="checkbox"/> 3 days: \$3850 <input type="checkbox"/> 4 days: \$4700 <input type="checkbox"/> 5 days: \$5400	
			* 4 days: Monday, Tuesday, Wednesday, Friday			
			5 days: Monday – Friday			
<b>2s Lunch</b>	1- 5 days	11:30 am – 12:15 pm	Monday		<input type="checkbox"/> 1 day: \$275 <input type="checkbox"/> 2 days: \$500 <input type="checkbox"/> 3 days: \$725 <input type="checkbox"/> 4 days: \$900 <input type="checkbox"/> 5 days: \$1000	
			Tuesday			
			Wednesday			
			Thursday			
			Friday			
<b>2s Lunch + Enrichment</b>	1- 5 days	11:30 am – 1:00 pm	Monday		<input type="checkbox"/> 1 day: \$550 <input type="checkbox"/> 2 days: \$1000 <input type="checkbox"/> 3 days: \$1450 <input type="checkbox"/> 4 days: \$1800 <input type="checkbox"/> 5 days: \$1995	
			Tuesday			
			Wednesday			
			Thursday			
			Friday			

\* We are unable to accommodate individual changes to the schedules listed above.

	Number days/week	Hours	Days	✓	Tuition (if registered after 2/8/19)	Total
<b>Early</b>	1-5 days		Monday		<input type="checkbox"/> 1 day: \$140	

Drop-off (availability dependent on enrollment)	8:30 – 9:00 am	Tuesday	<input type="checkbox"/> 2 days: \$260 <input type="checkbox"/> 3 days: \$360 <input type="checkbox"/> 4 days: \$440 <input type="checkbox"/> 5 days: \$500	
		Wednesday		
		Thursday		
		Friday		
<b>Sibling Discount</b>	A 10 % discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.			-\$ ____
<b>Total</b>				

**Notes:**

1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.
3. Daily attendance for Early Drop-off and Enrichment may be considered based on enrollment and staffing numbers. The costs will be as follows: Early Drop-off - \$10/day, 2s Lunch or Enrichment - \$15/day, 2s Lunch + Enrichment - \$25/day, 3s/4s Extended Day - \$25/day.

**Immunization Policy Parent Statement:** I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai’s ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child’s health care provider, and this documentation conforms to the CDC list of valid exemptions.

**Membership to Temple Sinai**

ECEP Family Membership: We are excited to welcome you to the Temple Sinai community. For families whose oldest child is kindergarten-aged or younger, we invite you to join our Temple family **at no additional cost.** (Membership dues will be included in the tuition price of full-year ECEP classes. This offer does not apply to Toddler & Me half-year programs or to enrichment programs.) Temple membership remains active through June 30, 2020 for families enrolled in good standing.

Families with Young Children/Young Couple Membership: For families who are interested in temple membership and whose oldest child is in 1st or 2nd grade, Temple Sinai is happy to offer a reduced annual rate. (For questions regarding Temple membership, please contact our Executive Director, Audrey Napchen, at [Audrey@templesinainj.org](mailto:Audrey@templesinainj.org).)

- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is kindergarten-aged or younger.
- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple’s Families with Young Children membership and/or the Temple’s K-2 Academy.
- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is in 3rd grade or above. I would like to be contacted about Temple membership and/or the Temple’s Religious School program.
- \_\_\_ I am already a proud member of Temple Sinai.
- \_\_\_ I am not interested in membership to Temple Sinai at this time.

I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

Parent’s/Guardian’s Signature \_\_\_\_\_ Date: \_\_\_\_\_



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3-year-old classes  
Registration – 2019-2020 School Year

Name of Child: \_\_\_\_\_ Gender: M F

Home Address: \_\_\_\_\_

Child's Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Current Temple member: \_\_\_\_\_ Yes \_\_\_\_\_ No

Older child attending Temple Sinai Religious School in 2019-2020? Yes (grade)\_\_\_\_\_ No\_\_\_\_\_

**New families:** Please tell us who referred you to our school so that we can express our gratitude.

Referred by: \_\_\_\_\_

\* We are unable to accommodate individual changes to the schedules listed above.

\*\* Decisions about daily Early Drop-off and Extended Day will be made (based on enrollment) on or around May 15<sup>th</sup>, 2019.

	Number days/week	Hours	Days	✓	Tuition (if registered after 2/8/19)	Total
3s classes (3 years old by 10/1/19)	4-5 days	9:00 am - 1:00 pm	* 4 days: Monday, Tuesday, Wednesday, Friday		<input type="checkbox"/> 4 days: \$7375 <input type="checkbox"/> 5 days: \$8100	
			5 days: Monday – Friday			
“...and More!” Extended Day Program	1-5 days**	1:00 pm - 2:30 pm	Monday		<input type="checkbox"/> 1 day: \$500 <input type="checkbox"/> 2 days: \$950 <input type="checkbox"/> 3 days: \$1400 <input type="checkbox"/> 4 days: \$1750 <input type="checkbox"/> 5 days: \$1950	
			Tuesday			
			Wednesday			
			Thursday			
			Friday			

Upon request, availability and tuition for a 3 day per week schedule may be available.

	Number days/week	Hours	Days	✓	Tuition	Total
<b>Early Drop-off**</b> (availability dependent on enrollment)	1-5 days	8:30 – 9:00 am	Monday	<input type="checkbox"/>	<input type="checkbox"/> 1 day: \$140 <input type="checkbox"/> 2 days: \$260 <input type="checkbox"/> 3 days: \$360 <input type="checkbox"/> 4 days: \$440 <input type="checkbox"/> 5 days: \$500	
			Tuesday	<input type="checkbox"/>		
			Wednesday	<input type="checkbox"/>		
			Thursday	<input type="checkbox"/>		
			Friday	<input type="checkbox"/>		
<b>Sibling Discount</b>	A 10 % discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.					-\$____.
<b>Total</b>						

**Notes:**

1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.
3. Daily attendance for Early Drop-off and Enrichment may be considered based on enrollment and staffing numbers. The costs will be as follows: Early Drop-off - \$10/day, 2s Lunch or Enrichment - \$15/day, 2s Lunch + Enrichment - \$25/day, 3s/4s Extended Day - \$25/day.

**Immunization Policy Parent Statement:** I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai’s ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child’s health care provider, and this documentation conforms to the CDC list of valid exemptions.

**Membership to Temple Sinai**

ECEP Family Membership: We are excited to welcome you to the Temple Sinai community. For families whose oldest child is kindergarten-aged or younger, we invite you to join our Temple family **at no additional cost.** (Membership dues will be included in the tuition price of full-year ECEP classes. This offer does not apply to Toddler & Me half-year programs or to enrichment programs.) Temple membership remains active through June 30, 2020 for families enrolled in good standing.

Families with Young Children/Young Couple Membership: For families who are interested in temple membership and whose oldest child is in 1st or 2nd grade, Temple Sinai is happy to offer a reduced annual rate. (For questions regarding Temple membership, please contact our Executive Director, Audrey Napchen ([Audrey@templesinainj.org](mailto:Audrey@templesinainj.org).)

- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is kindergarten-aged or younger.
- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple’s Families with Young Children membership and/or the Temple’s K-2 Academy.
- \_\_\_ I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is in 3rd grade or above. I would like to be contacted about Temple membership and/or the Temple’s Religious School program.
- \_\_\_ I am already a proud member of Temple Sinai.
- \_\_\_ I am not interested in membership to Temple Sinai at this time.

I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

Parent’s/Guardian’s Signature \_\_\_\_\_ Date: \_\_\_\_\_





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**4-year-old classes**  
**Registration – 2019-2020 School Year**

Name of Child: \_\_\_\_\_ Gender: M F

Home Address: \_\_\_\_\_

Child's Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Parent's Full Name: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

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

Current Temple member: \_\_\_\_\_ Yes \_\_\_\_\_ No

Older child attending Temple Sinai Religious School in 2019-2020? Yes (grade)\_\_\_\_\_ No\_\_\_\_\_

**New families:** Please tell us who referred you to our school so that we can express our gratitude.

Referred by: \_\_\_\_\_

	Number days/week	Hours	Days	✓	Tuition (if registered after 2/8/19)	Total
<b>4s classes</b> (4 years old by 10/1/19)	4 days	9:00 am – 1:00 pm	* Monday, Tuesday, Wednesday, Friday	<input type="checkbox"/>	\$7375	
	5 days	9:00 am – 1:00 pm	Monday-Friday	<input type="checkbox"/>	\$8100	
<b>"...and More!"</b> Extended Day Program	1-5 days**	1:00 – 2:30 pm	Monday	<input type="checkbox"/>	<input type="checkbox"/> 1 day: \$500 <input type="checkbox"/> 2 days: \$950 <input type="checkbox"/> 3 days: \$1400 <input type="checkbox"/> 4 days: \$1750 <input type="checkbox"/> 5 days: \$1950	
			Tuesday	<input type="checkbox"/>		
			Wednesday	<input type="checkbox"/>		
			Thursday	<input type="checkbox"/>		
			Friday	<input type="checkbox"/>		
<b>Early Drop-off</b>	1-5 days**	8:30 – 9:00 am	Monday	<input type="checkbox"/>	<input type="checkbox"/> 1 day: \$140 <input type="checkbox"/> 2 days: \$260 <input type="checkbox"/> 3 days: \$360 <input type="checkbox"/> 4 days: \$440 <input type="checkbox"/> 5 days: \$500	
			Tuesday	<input type="checkbox"/>		
			Wednesday	<input type="checkbox"/>		
			Thursday	<input type="checkbox"/>		
			Friday	<input type="checkbox"/>		
<b>Sibling Discount</b>	A 10 % discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.					-\$____.
<b>Total</b>						

\* We are unable to accommodate individual changes to the schedules listed above.

\*\* Decisions about daily Early Drop-off and Extended Day will be made (based on enrollment) on or around May 15<sup>th</sup>, 2019.

**Notes:**

1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.
3. Daily attendance for Early Drop-off and Enrichment may be considered based on enrollment and staffing numbers. The costs will be as follows: Early Drop-off - \$10/day, 2s Lunch or Enrichment - \$15/day, 2s Lunch + Enrichment - \$25/day, 3s/4s Extended Day - \$25/day.

**Immunization Policy Parent Statement:** I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai’s ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child’s health care provider, and this documentation conforms to the CDC list of valid exemptions.

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- I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is kindergarten-aged or younger.
- I am interested in Temple membership for the 2019-2020 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple’s Families with Young Children membership and/or the Temple’s K-2 Academy.
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- I am already a proud member of Temple Sinai.
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I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

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Student's name: \_\_\_\_\_

## 2019-2020 Tuition Payment Agreement

**Sibling Discount:** A 10% discount is offered when two or more siblings are enrolled in any Temple Sinai Early Childhood Education Program class. The highest tuition of the enrolled siblings will be allocated at full tuition and each successive child will receive a 10% discount.

**Tuition Deposit:** A \$750.00 tuition deposit is required at the time of registration and will be applied to the final tuition invoice. For withdrawals from the program before March 1, 2019 (or once we are in receipt of a signed contract), a refund minus a \$300 administrative fee will be offered. On or after March 1, 2019, no refunds of this tuition deposit will be permitted. Tuition deposits may be remitted by check or credit card (credit card users are subject to a 2.5% surcharge) or paid through the Temple website.

### Tuition Refund and Withdrawal Policy:

- Tuition payments begin on June 1<sup>st</sup>, 2019. If payment is not received by this date, we cannot guarantee your child's enrollment.
- Tuition payments are non-refundable after their due dates. In extraordinary cases in which a family relocates and it is no longer possible to attend the ECEP, consideration for a pro-rated refund will be made on a case-by-case basis. No refunds will be made for withdrawals after April 1, 2020.
- There will be no credits or make-up classes for time missed for sick days, doctors' appointments, vacations/holidays, or weather-related closures.
- Any request for a reduction in the number of days or classes that your child will attend must be made in writing and received by May 31, 2019. After that date, there will be no changes to tuition payments owed.
- All requests for withdrawals should be made in writing at least thirty (30) days in advance.

**Tuition Payment Plans:** Please check your desired plan. A 3% late fee may be applied to tuition payments made after their due date.

- Early Plan:** Payment in full (100%) by June 1, 2019. There is a 2.5% discount off the total tuition (excluding deposit) if tuition is paid by cash or check.
- Regular Plan:** Payment in 3 installments: 40% of tuition due by June 1, 2019, 30% of tuition due by September 1, 2019, and balance of tuition due by December 1, 2019. (The \$750 tuition deposit will be applied to the December 1<sup>st</sup> invoice.) Rates as listed on Tuition Schedule. If tuition payments are made by credit card, there is a 2.5% credit card surcharge.
- Scheduled Monthly Payment Plan:** Scheduled monthly payments by credit card in 8 monthly installments, (20% of tuition due by June 1, 2019, 20% due by July 1, 2019, and 10% due by the first day of the month from August 2019 through January 1, 2020). There is a 2.5% credit card surcharge on the Scheduled Monthly Payment Plan.

I have read and accept the above tuition payment plan and other registration policies, including deposit, refund/withdrawal, membership and immunization policies.

I agree to accept responsibility for payments as described above.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_