

## Fall 2026-Spring 2027 Preschool (3's) Registration Form

### Fall 2026-Spring 2027 Registration Information (registration is NOT available online)

#### Registration Fee:

An annual \$35 per child, non-refundable registration fee is due at the time of enrollment. There is no fee due for wait list enrollments.

**Alumni Registration** (for families who had older children attend Small Fries previously but are not currently enrolled)

**Monday, February 2, 2026; 5:30A-3:00P**

Alumni families may drop off their registration at the front desk of the Chilson Center during operating hours on 2/2. Registration forms will not be processed at the time of drop off. Families will be contacted after 3:00P on 2/2 with confirmation of enrollment or waitlist spot and to pay the \$35 non-refundable registration fee if enrolled.

**Public Registration Tuesday, February 3, 2026; 7:30A**

Registration will be at the Front Desk of the Chilson Center. Please bring a completed registration form and \$35 non-refundable registration fee. Families will receive a number upon arrival. Numbers will be handed out starting at 7:00A and registration begins promptly at 7:30A. Registration continues until all spaces are filled. In person registration is for PRESCHOOL ONLY (3's).

#### Enrollment Requirements:

- Th/F Preschool Classes: must turn 3 years old prior to their first day of school.
- All children must be toilet-trained prior to their start date in the program.

FRONT DESK USE ONLY:

HH ID # \_\_\_\_\_

Child's Name: \_\_\_\_\_ Nickname: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Phone: (H/C/W): \_\_\_\_\_ Email Address: \_\_\_\_\_

### FEE NOTICE & ENROLLMENT AUTHORIZATION

#### Due at the time of registration:

- Registration Form with Fee Notice & Enrollment Authorization initials and signature
- \$35 per-child **non-refundable** Registration Fee

#### Initial the following:

\_\_\_\_ I understand that the \$35 due at the time of registration is non-refundable.

\_\_\_\_ I have read and understand the attached Policy Form regarding Program Fees & Refund Requests, as taken from the Small Fries Parent Handbook.

\_\_\_\_ I understand that by enrolling my child in the Small Fries Preschool program, I am committing to continued participation through the entirety of the Fall 2026 Session and will be re-enrolled in the Spring 2027 Session as long as I am current on all tuition payments.



#### SIGN BELOW

I hereby grant the City of Loveland permission to enroll my child in the Small Fries Preschool program. I commit to all program fees/tuition payments as laid out above and in the Small Fries Preschool Parent Handbook.

Name (please print): \_\_\_\_\_ Signature: \_\_\_\_\_

# Small Fries Preschool at the Chilson Center

## Program Fees, Tuition Payment Schedules, Withdrawal Procedures, & Refund Request Policies

*Please read the following information carefully and initial that you have read and understand it in its entirety on your child's Registration Form. These policies are taken in part from the Small Fries Parent Handbook, which you will be provided with in whole upon your child's enrollment into the program.*

### **Program Fees:**

An annual \$35 per child, non-refundable Registration Fee is due at the time your child is enrolled into the Small Fries Preschool program. This fee covers administrative costs of record filing and reporting, and household account management throughout the entirety of the September-May school year for which your child will be enrolled.

Once you have enrolled your child into the Small Fries Preschool program and your Registration Fee has been received, you are committed to making monthly tuition payments as set for the Fall and/or Spring Sessions. **PLEASE NOTE:** Enrollment in the Fall Session ensures and guarantees automatic re-enrollment in the Spring Session, granted tuition payments are current, or unless your child is withdrawn from the program.

### **Tuition Payment Schedules:**

Tuition payments for both the Fall and the Spring Sessions will be calculated based on the number of days that classes are held in each session. Small Fries Preschool generally follows the Thompson School District calendar for major holidays and school breaks. The 2026-2027 tuition fees and class dates are available online. **If you would like to discuss scholarship opportunities for financial assistance, please call 970-962-2457.**

### **Withdrawal Procedures:**

We depend upon your child's continued enrollment for a successful school year, however we do understand that unexpected events happen in life which may require you to cancel your child's enrollment in the preschool. We encourage you to first discuss any questions or concerns you may have regarding your child's enrollment in the program with the Preschool Director, who will also need to inform the Sr. Recreation Coordinator of your intent to withdraw your child from the program. At any time, either the parents/guardians of the child enrolled, the Preschool Director, or the Sr. Recreation Coordinator may wish to schedule a conference with all parties in an effort to resolve potential challenges surrounding the reasons for the withdrawal.

In addition, Small Fries Preschool reserves the right to withdraw a child from the program and discontinue services if:

- Parents/guardians refuse to pay full tuition obligations;
- Parents/guardians fail to provide the required medical/immunization records within 30 days of enrollment;
- Extreme behavior challenges exist which cannot be resolved (all efforts will be made to involve parents/guardians prior to withdrawal for this reason); or
- Following all reasonable accommodation requests, program staff feel that the child is unable to function successfully in Small Fries Preschool

### **Refund Requests:**

Should you need to withdraw your child from the program prior to the end of the session for which your child is enrolled, you are subject to the following:

- All withdrawal and refund requests for the Small Fries Preschool program require a 4 week written notice.
- Any tuition payments still due at the time of withdrawal will be prorated to reflect the remaining 4 weeks from the date the written statement is received.

**Questions? Contact Lisa Stratton, Preschool Education Director at (970) 962-2499 or email [lisa.stratton@cityofloveland.org](mailto:lisa.stratton@cityofloveland.org)**