

To Register: Pre-Registration form and \$75 registration payment must be submitted TOGETHER to secure your child's spot.



OFFICE USE: Date Received _____
Amount & Method Paid _____

Logged _____ Charged _____ Set up Account _____
Confirmation Sent _____

2022-2023 WESLEY BEFORE AND AFTER SCHOOL PROGRAM PRE-REGISTRATION FORM

PLEASE COMPLETE ALL SECTIONS

Parent/s First and Last Name _____
Parent Cell _____ Parent Email _____
Student/s Home Address _____ City _____ Zip _____

Child #1 First & Last Name _____
School _____ **Grade for 2022-2023** _____ **Date of Birth** _____
Program Registration (Check the program/s and the days of the week the child will attend. Minimum of 2 days a week attendance except for AM Wed only option)
Before School - Days Attending: M T W TH F Wednesday Only Drop-in M, T, Th or Fri
After School - Days Attending: M T W TH F Intermediate care only 2:40 – 3:25 pm

Child #2 First & Last Name _____
School _____ **Grade for 2022-2023** _____ **Date of Birth** _____
Program Registration (Check the program/s and the days of the week the child will attend. Minimum of 2 days a week attendance except for AM Wed only option)
Before School - Days Attending: M T W TH F Wednesday Only Drop-in M, T, Th or Fri
After School - Days Attending: M T W TH F Check here if only attending Intermediate care 2:40 – 3:25 pm

Monthly tuition is charged August – May and payment is due by the 5th of each month. See attached rates. Due to the complexity of the program, you will be charged for each month of the program whether in attendance or not, however, if you wish to withdraw from the program, a one month's notice is required. If a one month's notice is not given, you will be responsible for paying your last full month's tuition and the tuition will not be prorated.

The non-refundable \$75 registration fee and the pre-registration form must be submitted together to secure your child's spot. Pre-Registration forms and the receipt of payment may either be e-mailed to jquntas@wesleyccc.com or dropped off at the Wesley Office at 727 Harlem Ave., Glenview.

 By signing, I understand and agree to the above - **Parent Signature** _____

Directions on How to Make a Wesley Online Payment

- 1) To make an online payment, visit our website at <https://wesleychildcarecenter.revtrak.net>
- 2) Click online payment button at the top of the Wesley home page
- 3) Select Fee category button
 - a. Online Payments, VIEW ALL
- 4) Select a product to purchase
 - a. To pay for Before/After School Choose AM/PM School Care
- 5) Click D34 AM/PM 2022-2023
- 6) Click on registration 2022-2023
 - a. Enter child's last and first name
 - b. Add to cart
- 7) Click continue shopping on far right side of cart if you need to add another child
- 8) OR Click checkout
- 9) Enter your Email address and password or create a new account
- 10) Complete payment information
- 11) Review payment and place order

Once your pre-registration & payment is received, you will get a confirmation of acceptance or waitlist status

PRIORITY REGISTRATION BEGINS MARCH 29

PRIORITY REGISTRATION = Currently attends Wesley's School Age Before, After, KDG, or Preschool Program as of March 29. Must register for regular before or after school for two days or more. Enrollment is not guaranteed, space is limited.

OPEN REGISTRATION BEGINS APRIL 26

Must register for regular before or after school for two days or more. Enrollment is not guaranteed, space is limited.

REGISTRATION BEGINS MAY 22

FOR NEEDING ONLY:

Before School Late Start Wednesdays &/OR Before School Drop-in