

# Calvary Childcare Center

March 2018

Dear Families,

I want to personally thank you for your interest in Calvary Childcare Center. I have received your application through our website and added you to our waiting list.

At this time, we do not have any space available to accommodate your childcare needs. Enrollment openings are always offered first to currently enrolled families and staff members. After this, openings are offered to wait list families based on the following guidelines: preferred start date, age of child, date put on waitlist, number of children in family and enrollment status (full time or part time). Currently we are not accepting any new families for part time enrollment.

You will be contacted by telephone and by email if an opening becomes available.

If you are offered an opening, you will need to accept or decline the opening within 48 hours of the offer. If you accept the opening, we require payment of a \$100 registration fee and a deposit of the first week's tuition. Both of these fees are non-refundable. Additionally, for families that are offered a future spot in our Infant or Toddler rooms, a \$100 monthly holding fee will be collected starting the month after we receive your deposit. These monthly fees will be put towards tuition the month after your start date. For example, if offered a spot for September and a deposit is paid in March, monthly \$100 fees for April, May, June, July and August will be collected. The \$500 will go towards tuition starting in October. If enrollment is pulled prior to October, the monthly holding fees are non-refundable.

It is your responsibility to notify us of any changes in your address, telephone numbers, preferred start date, and/or enrollment changes.

While on the waiting list, we encourage you to call and schedule a tour of our program if you have not already done so.

If you have any questions, please call Calvary Childcare Center at 763-541-9774 or email at [calvarychildcare@calvary.org](mailto:calvarychildcare@calvary.org).

Blessings to you and your family,

Margaret Mahowald, Director  
Calvary Childcare Center