

Enrollment Application



Open Space Early Learning Center accepts applications year round for children ages 6 weeks to 6 years. Admission is based on application date and availability within the program but also takes into account flexibility in regards to start date and full vs part time availability.

Child's Name: _____ Gender: _____ Date of Birth/Due Date: _____

Desired Start Date: _____ Five Days Three Days (MWF) Two Days (TTH)

Child's Name: _____ Gender: _____ Date of Birth/Due Date: _____

Desired Start Date: _____ Five Days Three Days (MWF) Two Days (TTH)

Parent/Guardian Name 1: _____ Email: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Parent/Guardian Name 2: _____ Email: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Signature of Parent/Guardian: _____ Date: _____

By signing this enrollment application, the parent/guardian above understands and accepts the following policies:

1. The \$100 application fee is non-refundable and must be paid in full prior to being placed on our admissions and wait list. This fee can be paid by check or electronically. There is a \$25 returned check/declined fee.
2. Once a spot has been offered, you will have 24 hours to accept or decline the space before we begin to contact the next family.
3. After you accept a spot at Open Space, a deposit equal to one month's tuition is required to secure your space within our program. Your deposit is non-refundable within 30 days of your start date.

Please note: Submission of this form does not guarantee enrollment for your child. Should your enrollment be accepted, you will be promptly notified, in writing, of our program availability and start date.

For Office Use Only:

Initial Contact Date	Date confirmed/denied enrollment	Enrollment Date	Initials
Payment Information/Check #	Received By:	Discharge Date	Initials

