

AEC Pre-registration and Enrollment Process 2008 – 2009 School Year

- Beginning Feb.1, 2008 we will accept pre-registration request forms from any new or returning student for the 2008 – 2009 school year. Each request form MUST be accompanied by a \$100 registration fee. This deposit is only refundable if we are unable to offer your student a space.
- For new students, these requests will be date stamped and set aside until May 2, when priority pre-registration for returning students has closed, and then they will be processed according to a formula that takes into account the date they were received and the number of days of care you are seeking.
- For returning students, the preregistration form will be processed immediately if turned in between now and May 1, and this guarantees your returning spot for the fall.
- All preregistrations received by May 9, 2008 will be given priority and will be processed with priority over any preregistrations received after that date, regardless of numbers of days of care sought.
- While it is our inclination and intention to be as flexible as possible on days students attend, especially at the beginning of the year as students learn about other activities, it is also possible that we will enter into a waiting list situation and we may have to ask parents to pay for a few weeks of a day that they had chosen until we can fill their spot if a student makes a change because we are losing that paid slot as a result. We will be as flexible as possible with this, including giving you a final chance to tell us your schedule with your registration paperwork in August, and we would ask that you try to be as flexible as possible in return.
- Financial Aid/Sliding Scale Assistance is available to the extent we have the funds to make it available, and if you need such assistance please indicate that on your preregistration form.
- FULL Registration paperwork can be found on our website, www.arlingtonenrichment.org, and needs to be completed and received at AEC no later than August 15, 2008 in order for your student to begin attending on the first day of school. Registration paperwork not received by August 20, 2008 may forfeit your space if a waiting list exists, but does not exempt you from any fees or obligations. Thank you for your cooperation with this.

If you have any questions, please don't hesitate to email us at info@arlingtonenrichment.org or to call (718)643-4794.