

Welcome to St. James Learning Center. This document will provide you valuable information regarding hours, rates, and admission policies. In addition, the registration form is enclosed as well.

Admissions Policy—St James Learning Center welcomes all children and admits students of any race, color, national or ethnic origin. Every student has all rights, privileges, programs and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national or ethnic origin in administration of education policies, admissions policies, scholarship programs and other school-administered programs.

School Hours—the Learning Center is open from 7:30-5:30 Monday-Friday. In general the center follows the Little Rock School District Calendar for holidays. A school calendar will be published and provided to parents at Parent Orientation in August. Options for enrollment are explained within this document.

Registration Process—Registration for the fall school year term will begin in January. Returning students, church members, staff members, and siblings of students receive first priority in registration. Remaining spots are then opened to the public. The dates for registration are listed below.

Waiting List—Some of our classes do fill up quickly. Many opt to have their child's name placed on the waiting list. Please complete the registration form, check waiting list, and submit the form to the Learning Center Office. Children on the waiting list will be moved up on the priority list of acceptance. There is a \$25 non-refundable waiting list fee that is to be paid at time of form submission.

Registration/Supply Fees—**There is a \$150 fee for all students.** This is due at the time of registration. It is non-refundable and non-transferable. Enrollment in the program will not be confirmed until the fee is paid in full.

Tuition Payments—Tuition is paid in advance on a monthly basis and is due by the 10th of each month. A \$25 late charge will be added to the monthly bill after this date. Please read the Parent Handbook for additional information about tuition payments and other fees. St. James Learning Center reserves the right to change the due date of tuition or method of payment.

Registration for Summer 2022:

Week of March 14: Registration for Current Enrolled Students

Week of March 15: Registration for Children Enrolled for Fall 2022

Week of March 16: Registration for Fall 2022 Families, Siblings & Church Members

Week of March 17: Registration is Open to the Public

Important Dates

June 6—First Day of Summer Session (UPDATED)

July 4—LC Closed to observe 4th of July

Enrollment Information Registration form Summer 2022



A ministry of St. James United Methodist Church

For children ages 6 weeks-4 years

321 Pleasant Valley Drive

Little Rock AR 72212

501-217-6740

www.StJamesLR.org

St. James Learning Center
 Summer 2022 Registration Form
 PLEASE PRINT ALL INFORMATION

Child's name: _____ M ___ F ___ Date of Birth: _____

Child's Address: _____ City: _____ Zip: _____

Parent #1 Name: _____ Home phone: _____

Address: _____ City: _____ Zip: _____

Employment: _____ Work Phone: _____

Cell# _____ Email _____

Parent #2 Name: _____ Home phone: _____

Address: _____ City: _____ Zip: _____

Employment: _____ Work Phone: _____

Cell# _____ Email: _____

Are you members of St. James United Methodist Church: _____

Please enroll my child in class indicated (circle the option)

Classes that meet 7:30-3:00 A B C D

Classes that meet 7:30-5:30 E F G H J K M

Please attach check made Payable to St. James Learning Center for **\$150** (Registration/Supply fee) or a check for \$25 to add your child's name to a waiting list.

Office Use Only:

Date Received: _____ Received by: _____ Class Requested _____

Amount Received: _____ Waiting List: _____ Check # _____

Other Fees received: _____

Other Fees to be billed: _____

St. James Learning Center Enrollment Options for children 6 weeks-4 years

Please note that when selecting a class, make your selection based upon your child's age as of August 1, 2021.

Classes that meet 7:30-3:00 PM				
Option #	Day	Classes/Ages	\$	Monthly Tuition
A	M-F	2 years	\$	780
B	MWF	3 & 4 years	\$	560
C	M-F	3 years	\$	710
D	M-F	4 years	\$	710

Classes that meet 7:30-5:30 PM				
Option #	Day	Classes/Ages	\$	Monthly Tuition
E	M-F	6 week-6 months	\$	990
F	M-F	6 months-12 months	\$	990
G	M-F	12 -18 months	\$	940
H	M-F	18-24 months	\$	860
J	M-F	2 years	\$	860
K	M-F	3 years	\$	730
M	M-F	4 Years	\$	730