



**REGISTRATION INFORMATION  
2018-2019  
(New Students)**

***Read all information carefully! Incomplete applications will not be processed until complete.***

Please complete these steps to apply **BY MAIL**, including two (2) separate checks:

1. The registration fee of \$135/child (**NON-REFUNDABLE**)
2. One month's tuition for your first choice of class, which serves as a deposit (see pg 2 for tuition)

Mail your application and two checks made payable to St. Paul's School.

**St. Paul's School  
5501 Main Street  
Houston, TX 77004**

**Registration is by MAIL ONLY (United States Postal Service). No couriers, UPS or FedEx deliveries.  
Due to the large volume of applications, walk-in application forms will not be accepted.  
*\*Applications are processed in order of receipt.***

*Important dates to remember:*

- **February 9<sup>th</sup>:** Deadline for church members to receive priority registration
- **March 9<sup>th</sup>:** Notification of your child's status will be mailed to you (whether placed or wait listed)
- **March 23<sup>rd</sup>:** If your child has been placed, this is the deadline to decline enrollment

***\*\*Please note: After March 23<sup>rd</sup> the tuition fee becomes non-refundable. If you withdraw at any time after March 23<sup>rd</sup>, the tuition fee will be forfeited. If your child is placed, the tuition deposit you've paid will be applied to May 2019.***

***If no space is available:***

We will place your child on a waiting list and your tuition check will be shredded.

The waiting list is maintained throughout the school year. The registrar will call you if a place becomes available for your child.

- As required by the Texas Department of State Health Services, ALL students applying must have the proper immunizations to be enrolled at St. Paul's School.
- Students applying to Pre-Kindergarten and Kindergarten must submit a [Teacher Recommendation form](#). This form is located on our website.
- All applications are subject to the approval of Debra Fischer, Director of St. Paul's School.
- If you need to withdraw your child from enrollment, please notify the school office in writing (email is acceptable) as soon as possible.
- For questions concerning registration, you may contact the school office by phone at 713.528.6779 or by e-mail at [admissions@stpaulshouston.org](mailto:admissions@stpaulshouston.org).

***St. Paul's School does not discriminate on the basis of race, religion, national or ethnic origin, gender, or disability.***

**St. Paul's School**  
**Class Schedules & Fees | New Students**  
**2018 – 2019**

(Ages as of September 1, 2018)

SCHEDULES			MONTHLY	REGISTRATION FEE	ANNUAL FEE <i>(Paid once in September; combines Supply, Insurance, Building fees)</i>
<i>*Please note: You may choose Mon/Wed/Fri AND Tues/Thurs programs (combine tuition costs)</i>					
<i>Age (as of September 1, 2018)</i>	<i>Days</i>	<i>Times</i>	<i>Tuition</i>		
Younger Toddlers (12-18 months) Older Toddlers (19-23 months) Twos (24-30 months) Older Twos (Turning 3 July-January) Threes	Monday/ Wednesday/ Friday	9:00am - 2:30pm	\$465	\$135	\$300  Threes: \$380
Younger Toddlers (12-18 months) Older Toddlers (19 -23 months) Twos (24-30 months) Older Twos (Turning 3 July-January) Threes	Tuesday/ Thursday	9:00am - 2:30pm	\$310	\$135	\$275  Threes: \$340
Older Two's (5 days) Threes/Young Fours (5 days)	Monday - Friday	9:00am - 2:30pm	\$690	\$135	\$420
Pre-K: Fours (short) 5 days/week - 3 short days & 2 regular days	Monday/ Wednesday/ Friday <b>AND</b> Tuesday/ Thursday	9:00am - 12:00pm 9:00am - 2:30pm	\$575	\$135	\$420
Pre-K: Fours (long) 5 days/week – 5 regular days	Monday - Friday	9:00am - 2:30pm	\$690	\$135	\$420
Kindergarten	Monday - Friday	9:00am - 2:30pm	\$750	\$135	\$420
EXTENDED CARE	DAYS	TIMES	TUITION	DROP IN	
Extended Day- AM	Monday, Tuesday, Wednesday, Thursday and/or Friday	7:30am - 9:00am	\$52 per month per day of the week  (e.g. every Monday of the month = \$52)	\$17	
Extended Day- PM	Monday, Tuesday, Wednesday, Thursday and/or Friday	2:30pm - 4:00pm	\$52 per month per day of the week  (e.g. every Monday of the month = \$52)	\$17	

**Please note: Children enrolling in the Threes, Pre-kindergarten or Kindergarten program must be completely toilet trained before school begins.**

**\*\*\* As required by the DSHS, ALL students must have the proper immunizations to be enrolled in St. Paul's School, no exceptions. We appreciate your understanding.**

Office use only: Appl. Rec: \_\_\_/\_\_\_/\_\_\_ Reg. Fee: \$ \_\_\_\_\_ Check #: \_\_\_\_\_ # \_\_\_\_\_  
 Class: \_\_\_\_\_ May Tuition: \$ \_\_\_\_\_ Check #: \_\_\_\_\_

**ST. PAUL'S SCHOOL -- APPLICATION FOR 2018-2019  
(New Student)**

**Child's Information:**

Full Name		Name Called	Gender M / F
Date of Birth	CURRENT class	Age as of September 1, 2018 ____ years & ____ months	

\*As required by the Texas Department of State Health Services, ALL students must have the proper immunizations in order to be enrolled in St. Paul's School, no exceptions. We appreciate your understanding!

**Parent Information:**

	<b>Primary Contact</b> (person to be contacted as needed on a daily basis)	<b>Secondary Contact</b>
First & Last Name		
Address		
City & ZIP		
Home Phone		
Cell/Work Phone	cell: _____ work: _____	cell: _____ work: _____
E-mail		

**Other Information:**

Members of St. Paul's United Methodist Church?	Yes / No
Are you enrolling a sibling?	Yes / No
Have you been on the 2017-2018 waiting list?	Yes / No

**Classes Available: (Mark 1st and 2nd choice; write BOTH to combine Mon/Wed/Fri and Tues/Thurs programs for Toddlers to Older Twos)**

Age as of September 1, 2018	Mon/Wed/Fri	Tues/Thurs	Monday through Friday
Younger Toddlers (12-18 mos)			
Older Toddlers (19-23 mos)			
Twos (24-30 mos)			
Older Twos (2 turning 3 in July-January)			
Threes			
Threes/Young Fours (5 days)			
Pre-Kindergarten: Fours (3 short/ 2 regular days)			
Pre-Kindergarten: Fours (5 regular days)			
Kindergarten			
Extended Day AM /PM (Sign-up for this in August)			

**Please note: Children enrolling in the Threes, Pre-kindergarten or Kindergarten program, must be completely toilet trained before school begins.**

**Please sign the following statement:** I understand that the Registration Fee (\$135) is non-refundable. After March 23, 2018, the tuition deposit becomes non-refundable and cannot be applied to a sibling's tuition.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_