

**OPEN DOOR NURSERY SCHOOL  
432 WYOMING AVENUE  
MILLBURN NJ 07041  
(973) 376-9303**

**Registration Application for 2023-2024  
3 Year Old Program**

CHILD'S NAME \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ Sex \_\_\_\_\_  
Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Name \_\_\_\_\_  
Address \_\_\_\_\_ Town/ Zip \_\_\_\_\_  
Phone ( ) \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Email \_\_\_\_\_ Email \_\_\_\_\_

Does your child have allergies or health problems? \_\_\_\_\_ yes \_\_\_\_\_ no

Please describe \_\_\_\_\_

Is your child toilet trained yet? \_\_\_\_\_ yes \_\_\_\_\_ no

**(Be advised that all children entering the three-year-old class should be toilet trained by the first day of school)**

**Children entering the three-year-old program MUST be three by September 30, 2023**

_____ 9am-12pm	Monday – Thursday	\$5,600.00
_____ All Day 9am-3pm	Monday – Thursday	\$7,000.00
_____ 9am-12pm	Monday – Friday (Discovery Friday)	\$6,800.00
_____ All Day, 9am – 3pm	Monday-Friday	\$8,800.00

**An extended day option runs as a lunch program until 1:00p.m, if you are in the ½ day 3s. Lunch Bunch payments are due in full by August 1, 2023 if you choose one, two, or three days. If you choose more than three days, the first three will be due August 1, 2023 and the remaining lunch bunch payments will be due December 1, 2023. No child will be permitted to attend the first scheduled Lunch Bunch without receipt of either full or partial payment. Lunch Bunch payments are NONREFUNDABLE. Children must be fully toilet trained prior to starting Lunch Bunch.**

Lunch bunch fee: \$440 per day for the year (12:00 – 1:00) (example; 2 days = \$880 for the year)

\_\_\_\_\_ Mondays \_\_\_\_\_ Tuesdays \_\_\_\_\_ Wednesdays \_\_\_\_\_ Thursdays \_\_\_\_\_ Fridays \_\_\_\_\_ No lunch

**At the time of registration, a NON-REFUNDABLE registration fee of \$50 is collected. A deposit payment must also be made in order to reserve a spot for your child in our program. A Non-Refundable check payable to Open Door Nursery School is required in the amount of \$400 for the 4 day option, or \$500 for the 5 day option, + \$50 totaling \$450 or \$550. The deposit fee will be applied toward your tuition.**

**Once accepted into the school, you are responsible for the tuition in its entirety.** For your convenience, the balance of the tuition will be divided into four equal payments due on or before March 1, 2023, June 1, 2023, September 1, 2023, and November 1, 2023. If you are all day 3s, you have an additional 5<sup>th</sup> payment on Dec. 1, 2023. All or a portion of these subsequent payments may be refundable, at the discretion of the Board, depending on when and if your spot is filled.

No refunds will be issued after final payments are received and no refunds will be made over the summer months. Families with more than one child enrolled at Open Door will receive a discount for the child with the *lowest* tuition.

**WAYS TO PAY:** You can mail a check, have your bank send a check, or if you want to pay online <http://opendoorparents.weebly.com/resources.html> and you will see a button “PAY FEES.”

Families will receive invoices for tuition payments and are expected to make their payments in a timely manner. Payments received after the 8<sup>th</sup> of the month will be subject to a \$20 late fee. After the last day of the month in which a payment was due, the child may not be allowed to return to school. If tuition in arrears is collected, the child may be readmitted. Open Door will at times set up special payment schedules for families with extenuating circumstances. Please contact the Registrar to discuss this confidentially.

**I understand that at the time of this registration, a NON-REFUNDABLE payment (registration fee and deposit) must be made in order to reserve a spot for my child in a class at Open Door Nursery School.**

**My signature below indicates my knowledge and understanding of this application and my financial obligation to Open Door Nursery School.**

PARENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_