



*Celebrating our 36<sup>th</sup> Preschool Year!*

## **REGISTRATION INFORMATION September 2025 - May 2026**

Thank you for your interest in Pleasant Hill Preschool. We are happy you are considering enrolling your child in our program. Our preschool provides a place where play becomes a tool for learning in a warm, loving environment. We offer small class sizes, experienced and dedicated teachers, and a curriculum that allows children to grow at their own pace. Every child leaves our program with a tremendous self-esteem in their individual abilities and a love for learning.

- Preschool hours are **9:30 am – 1:00 pm**, Monday – Friday
- We closely follow the Gwinnett County Public School academic calendar for school holidays and school closings.
- Our school year starts in September after Labor Day and ends in mid-May.

If you would like a tour of the preschool, please contact the preschool office to schedule a time. (See below for contact information)

The staff and I appreciate your interest in our program!

Talitha Minton  
*Preschool Director*

**Phone: 770-476-8716**  
**Email: [preschool@pleasanthillpc.org](mailto:preschool@pleasanthillpc.org)**  
**Website: [www.phpreschool.org](http://www.phpreschool.org)**

## **CLASSES OFFERED**

**Children must be 2, 3, or 4 years old by September 1, 2025, to be eligible for enrollment in the corresponding class.**

### **TWO-YEAR OLD CLASS Student/Teacher Ratio 10:2**

We offer a variety of experiences geared for this stage of development. Social emotional development, developing fine and gross motor skills, problem-solving skills, etc. are all a part of the play-based curriculum. The curriculum also includes circle time, centers, music and movement, outdoor play, Story Time, Chapel Time in the spring, and Music and Movement. Children will be encouraged to do things for themselves with the oversight and instruction of their patient, loving, and caring teachers.

### **THREE-YEAR OLD CLASS Student/Teacher Ratio 12:2**

We offer a wide variety of experiences directed toward the needs of a curious 3-year-old. Social skills, language development, listening skills, sensory, perceptual, fine and gross motor skills are some major goals of this program. Our curriculum is theme based and will allow children to explore and learn at their own pace. Children will be provided with activities that reinforce shapes, colors, letters, and numbers. Circle time, centers, outdoor play, Story Time, Chapel Time, and Music and Movement will be part of their schedule.

### **FOUR-YEAR OLD CLASS Student/Teacher Ratio 14:2**

Our Pre-K program is designed to meet Georgia standards as we prepare children for kindergarten. We give children the opportunity to think for themselves and gain an even greater self-esteem. Daily classes are full of different and changing activities to allow the children to grow as independent thinkers. Center time is limited to a small number so children can easily learn how to work together with others and problem solve together. Our curriculum is theme based, play-based, and full of fun activities which include: the use of imaginative play, cooking activities, science experiments, music, language development, and a love for reading and creating their own stories. Our enrichment programs include Story Time, Chapel Time, and Music and Movement.

## Enrollment Options and Tuition:

### 2s Classes:

Monday/Wednesday OR Wednesday/Friday	\$285* per month
Monday/Wednesday/Friday	\$315* per month
Monday-Friday	\$375* per month

\*this covers the additional supplies that get used in this class

### 3s Classes:

Monday/Wednesday/Friday	\$300 per month
Monday-Thursday	\$330 per month
Monday-Friday	\$360 per month

### 4s/PreK Tuition:

Here are the enrollment options for our 4s/PreK class:

Monday-Thursday	\$330 per month
Monday-Friday	\$360 per month

### Discounts:

There is a 20% tuition discount for siblings of current students.

Church members enrolling new students pay the current student registration fee.

### Registration:

Registration is completed on our website, [www.phpreschool.org](http://www.phpreschool.org), under the registration tab.

**Immunization Forms:** Please be advised that an up-to-date immunization record must be on file for all children. You can get this form (3231) from your pediatrician. It can be emailed to the director or uploaded through Procure. We do not accept exemptions, religious or otherwise. Children may be admitted on a delayed schedule, but this is decided on a case-by-case basis.

## **Tuition and Fees for the 2025-2026 School Year**

Please note that **ALL** tuition payments and fees are non-refundable and non-transferable.

### **Enrollment Fees:**

There is an application fee of \$25 when first enrolling your child as a new student. This fee puts your child on our waitlist. They are not guaranteed a spot until the Director has determined that there is space and you have received an email telling you that there is a spot for your child. Once you have accepted the spot, the \$25 application fee is applied as a credit on your account and is put toward the \$200 registration fee for new students. The registration fee for returning students is \$150. New students who are siblings of a current student will pay the sibling registration fee of \$150 (\$125 after application fee credit). Registration fees are due within 3 business days of accepting your child's spot at our school in order to secure their spot in the class.

### **Tuition:**

Tuition is broken down into 9 equal monthly payments. The school year runs from September-May and tuition is paid one month in advance starting in August and going through April. If tuition is not in process or paid in full by the seventh of the month, a \$25.00 late fee will be applied. If late tuition is not paid by the ninth day of the month, the child will not be permitted to come to school until tuition has been paid in full or a payment plan has been agreed upon with the Director.

### **Fees:**

All fees are one-time fees, due per school year with the exception of the application fee. All fees are non-refundable and non-transferable.

Application fee (\$25)- This is a one-time application fee that accompanies all new student registrations. It is applied as a credit towards the student's registration fee, should admission be granted.

Activity Fee (\$100)- This once yearly fee covers the cost of putting on various activities throughout the school year. Each month has a different school activity that we put on for the students, and occasionally their families, to participate in. These activities include, but are not limited to: Fall Fun Day, International Night and Art Show, Christmas Music Program, Big Little Breakfast, etc.

Supply Fee (\$50)- This once yearly fee covers all the school supplies your child will need during the school year. We find and purchase all of the supplies for the school year for each student so you don't have to! Occasionally teachers might ask for toilet paper rolls, clear plastic water bottles, etc., but it will always be something you likely all have at home.

**Absences:**

All school holidays and breaks are taken into account when planning the tuition schedule. There are no refunds or deductions for days that students are absent due to weather, sickness, travel, or family circumstances/obligations. Please inform your child's teacher and the Director about long absences as soon as you are aware that an extended absence from school is planned.

If a student is going to be absent for more than 30 calendar days and tuition is not kept current, the student will be unenrolled and will forfeit their spot in the class. In this case, there is a fee of \$100 for reregistration and reenrollment of the student. Every effort will be made for a student to return to the same class and teacher, but this cannot be guaranteed. There is no exception for this policy.

If a child unenrolls before the Activity Fee and Supply Fee are paid, they must be paid in full before the student's last day of school.

**Late Enrollment:**

If you enroll your child after Aug 15, arrangements must be made with the Director to make sure all fees are paid in full by the end of the second month of enrollment.

If your child enrolls and starts school after the school year has already begun, their tuition will be adjusted accordingly: if your child starts school with 50% or more of the days in the month remaining, they will pay the full month's tuition. If your child starts school with less than 50% of the days in the month remaining, they will pay half of that month's tuition. Because tuition is paid one month in advance, arrangements must be made with the Director to schedule advance tuition payment, registration, activity fees, and supply fees. All fees must be paid in full by the end of the second month of enrollment.

**Payments:**

All fees and tuition payments are done in Procure with debit, credit, or ACH. Invoices will be sent directly to you on the first of every month. Auto draft payments are strongly encouraged.

### New Students Fee Schedule

<b>Description of Fee</b>	<b>Amount</b>	<b>Due Date</b>
Application Fee	\$25	With Application
Registration Fee	\$200 (reduced to \$175 after Application Fee credit)	Within 3 business days of Enrollment
Tuition 1 and Activity Fee	Monthly Tuition + \$100	August 1
Tuition 2 and Supply Fee	Monthly Tuition + \$50	September 1
Tuition 3	Monthly Tuition	October 1
Tuition 4	Monthly Tuition	November 1
Tuition 5	Monthly Tuition	December 1
Tuition 6	Monthly Tuition	January 1
Tuition 7	Monthly Tuition	February 1
Tuition 8	Monthly Tuition	March 1
Tuition 9	Monthly Tuition	April 1

### Returning Students Fee Schedule

<b>Description of Fee</b>	<b>Amount</b>	<b>Due Date</b>
Registration Fee	\$150	With Enrollment
Tuition 1 and Activity Fee	Monthly Tuition + \$100	August 1
Tuition 2 and Supply Fee	Monthly Tuition + \$50	September 1
Tuition 3	Monthly Tuition	October 1
Tuition 4	Monthly Tuition	November 1
Tuition 5	Monthly Tuition	December 1
Tuition 6	Monthly Tuition	January 1
Tuition 7	Monthly Tuition	February 1
Tuition 8	Monthly Tuition	March 1
Tuition 9	Monthly Tuition	April 1