



**2018-2019
Preschool, Pre-Kindergarten,
Kindergarten & 1st Grade
ENROLLMENT APPLICATION**

Located at:
Our Lord's Community Church
11400 North Portland
Oklahoma City, OK 73120
405.752.2111

Student's Name: _____ **Birthdate:** ____/____/____
Preferred Name _____ **GENDER: Male** **Female**

CONTACT INFORMATION REQUIRED FOR BOTH BIOLOGICAL PARENTS FOR SCHOOL COMMUNICATION

Mother _____	Father _____
Mother's Email _____	Father's Email _____
Address _____	Address (If different) _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____
Employer _____	Employer _____
Title _____	Title _____
Home # _____ Work # _____	Home # _____ Work # _____
Mobile # _____	Mobile # _____

This Parent Has No Parental Rights:
Required legal custodial paperwork included with application

Student Lives With: **Other** _____

Biological Father Adoptive Father Stepfather Grandfather Foster Father
 Biological Mother Adoptive Mother Stepmother Grandmother Foster Mother

People to be called in an emergency & authorized to pick up child (Other than those listed above):

NAME _____	PHONE _____
NAME _____	PHONE _____
NAME _____	PHONE _____
NAME _____	PHONE _____

For Program Accreditation Reports, please specify: [African American] [Asian] [Caucasian] [Latino] [Native American] [Pacific Islander]

How did you hear about King's Gate? _____

APPLICATION FEE A non-refundable, New Student Application Fee of \$50.00 per student is required with Enrollment Application.
ENROLLMENT FEE: A non-refundable Enrollment Fee is required with Enrollment Application.

* New Student Enrollment Fee through March 1st is \$300.00. After March 1st \$350.00
 ** Returning Student Enrollment Fee through March 1st is \$250.00. After March 1st \$300.00

TUITION: Tuition can be paid in 10 (ten) monthly payments from **July 5th** through **April 5th**.

DISCOUNTS: There is a \$100 annual discount for students enrolled in a half-day program if tuition is paid by ACH.
 There is a \$200 annual discount for students enrolled in an all-day program if tuition is paid by ACH.
 There is a \$200 annual discount for half-day students or \$300 annual discount for all day students if tuition is paid in full by cash or check before school starts.

Check One based on your child's birthday.

First Grade		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> 1st Grade	Mon. - Fri. 8:20-3:00	\$6550	OR	\$655/month
*Kindergarten for children 5 by June 1st:		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> Kindergarten	Mon. - Fri. 8:20-3:00	\$6550	OR	\$655/month
Pre-kindergarten for children 5 by December 31st:		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> All Day Pre-K	Mon. - Fri. 8:30-3:00	\$6250	OR	\$625/month
Pre-kindergarten for children 4 by June 1st:		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> PK4	Mon. - Fri. 8:30-11:30	\$3750	OR	\$375 /month
<input type="checkbox"/> 5 Extended Days for PK4	Mon. - Fri. 8:30 -3:00	\$6250	OR	\$625 /month
Preschool (Preparatory for Pre-K) 4 by December 31st:		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> 3-Day	Mon., Wed, & Fri. 8:30-11:30	\$2750	OR	\$275 /month
<input type="checkbox"/> 5 Extended Days for 3-Day Child	Mon. - Fri. 8:30-3:00	\$6250	OR	\$625/month
Preschool (Preparatory for Pre-K) 3 by September 1st:		Annual Tuition	OR	10 monthly payments
<input type="checkbox"/> 2-Day	Tues. & Thurs. 8:30 - 11:30	\$2200	OR	\$220/month
<input type="checkbox"/> 5 Extended Days for 2-Day Child	Mon. - Fri. 8:30-3:00	\$6250	OR	\$625/month

*Enrollment priority is given to children who are currently attending King's Gate. Kindergarten priority is given to children who turn 5 by June 1st, who have completed a King's Gate PK4 class or Pre-K class, and who have been recommended for kindergarten by the King's Gate staff.

Student's Name: _____ Birthdate: ____/____/____

Extended Days for King's Gate Preschool & PK4 Students

**Extended Day for children enrolled in 2-Day, 3-Day or PK4 only.
For Monday through Friday Options—go to page 1**

Monthly Tuition Rates & Fees Per Child: The Enrollment Fee of \$75 is non-refundable and non-transferable.
After March 1st, the Enrollment Fee is \$100

Space will be at risk unless family's account remains current.
All fees are due monthly regardless of the child's attendance.

Marvelous Morning

8:30 - 11:30 a.m.

- Mon (\$90/month)
- Tues (\$90/month)
- Wed (\$90/month)
- Thurs (\$90/month)
- Friday (\$90/month)
- Drop-in (\$40/day)*

Awesome Afternoon

11:30 -3:00 p.m.

- Mon (\$90/month)
- Tues (\$90/month)
- Wed (\$90/month)
- Thurs (\$90/month)
- Friday (\$90/month)
- Drop-in (\$40/day)

Extended Day—All Day

8:30-3:00 p.m.

Circle Day(s): M T W H F

- 1 day per week (\$125/month)
- 2 days per week (\$250/month)
- Drop-in (\$50/day)*

*There is no carpool for Extended Day

* There is no carpool for Extended Day

***To Drop-in to any of the extended day programs any day of the week contact the King's Gate office.
Drop-in space is subject to availability. Enrollment fee is required.**

*Before & After School Care for King's Gate Students

Monthly PLAY Program Tuition Rates & Fees Per Child: There is a nonrefundable Enrollment Fee of \$75.
After March 1st, the Enrollment Fee is \$100

*Before and After School Care is at the Hefner Pointe Campus Only

Space will be at risk unless family's account remains current. All fees are due monthly regardless of the child's attendance.

BEFORE SCHOOL WAKE & PLAY

(7:30—8:30 a.m.)

Circle Day(s): M T W H F

- 1 day per week (\$15/month)
- 2 days per week (\$25/month)
- 3 days per week (\$35/month)
- 4 days per week (\$45/month)
- 5 days per week (\$55/month)

AFTER SCHOOL STAY & PLAY

(3:00-5:30 p.m.)

Circle Day(s): M T W H F

- 1 day per week (\$30/month)
- 2 days per week (\$55/month)
- 3 days per week (\$80/month)
- 4 days per week (\$105/month)
- 5 days per week (\$130/month)

BEFORE and AFTER SCHOOL WAKE & PLAY and STAY & PLAY

(7:30—8:30 a.m. & 3:00-5:30 p.m.)

Circle Day(s): M T W H F

- 1 day per week (\$40/month)
- 2 days per week (\$70/month)
- 3 days per week (\$100/month)
- 4 days per week (\$130/month)
- 5 days per week (\$160/month)

Drop-in space is subject to availability.

- Drop-in WAKE & PLAY** \$10 per visit plus a one-time \$75 Enrollment Fee. (Subject to availability)
- Drop-in STAY & PLAY** \$15 per visit plus a one-time \$75 Enrollment Fee. (Subject to availability)

There is not a carpool for Wake & Play or Stay & Play. Parents are required to walk in with their child for Wake & Play and to come in to pick up from Stay & Play.



* Hefner Pointe Campus
 11400 N. Portland Ave
 Oklahoma City, OK 73120
 405.752.2111
 405.212.4035

Surrey Hills Campus
 12421 N. Mustang Rd
 Yukon, OK 73099
 405.283.0144
 405.212.4035

kgcs@kingsgateschool.com * Business office is located at Hefner Pointe Campus

Arrival and Dismissal Times

- Half-day Preschool: 8:30 a.m.—11:30 a.m.
- Half-day Pre-K: 8:30 a.m.—11:30 a.m.
- Full Day Pre-K: 8:30 a.m.—3:00 p.m.
- Kindergarten 8:20 a.m.—3:00 p.m.
- 1st Grade 8:20 a.m.—3:00 p.m.
- 2nd-7th Grade 8:15 a.m.—3:15 p.m.
- * Before School care 7:30 a.m.—8:30 a.m.
- * After School care 3:00 p.m.—5:30 p.m.

*Before and After school care is at the Hefner Pointe location only.

Carpool times are listed below:

Hefner Pointe Campus 8:20 a.m.—8:40 a.m.
 Surrey Hills Campus 8:00 a.m.—8:30 a.m.

** Please see our website for carpool maps and additional information.

www.kingsgateschool.com

Please visit our website for calendar information

Bus Transportation Info

Bus transportation is available from the Hefner Pointe Campus to the Surrey Hills Campus. There are a limited number of seats available. If you are interested in riding the bus between campuses, please check the box below.

Please send me bus sign up information

 Name & email address

Bus Requirements:

- ◆ Seats on the bus are limited.
- ◆ Sponsorship Cost is \$570 per student, per year
- ◆ Bus leaves Hefner Pointe Campus at 8:05 a.m
- ◆ Bus returns to Hefner Pointe Campus at 3:35pm

** Please see our website for bus transportation info

www.kingsgateschool.com

Tuition and Payment Information

*Tuition is payable in ten (10) monthly payments:
beginning in July and ending in April.

Tuition payments are made monthly by ACH or credit card on file in the financial office.

Tuition is due by the 5th of each month.

A discount is available if paying monthly by ACH *or* paying tuition in full (prior to August 1st) by check or cash.

* Extended day costs are paid *August through May.*

2018-19 Tuition Payment Schedule

July 5, 2018	Tuition Deposit (10%)
August 6, 2018	Tuition Payment
September 5, 2018	Tuition Payment
October 5, 2018	Tuition Payment
November 5, 2018	Tuition Payment
December 5, 2018	Tuition Payment
January 4, 2019	Tuition Payment
February 5, 2019	Tuition Payment
March 5, 2019	Tuition Payment
April 5, 2019	Final Tuition Payment

* Extended day costs are paid *August through May.*

Withdrawal Policy

In order to receive a refund for prepaid tuition, withdrawal of student must be made in writing, prior to June 1st. There is no refund of application/enrollment fees. No tuition monies are refunded after June 1st.

The Enrollment Contract includes an agreement that you will pay the entire annual tuition. If you withdraw your student *after* June 1st, you are still obligated by the Enrollment Contract to pay the full annual tuition.

Withdrawal of student must be made in writing. The withdrawal letter will be sent to the Finance Committee of the School Board for consideration. Any exceptions must be approved by the School Board.

www.kingsgateschool.com

Student's Name: _____ Birthdate: ____/____/____

Classrooms at King's Gate Christian School

Every classroom offered at King's Gate (infants through seventh grade) is accredited. King's Gate is committed to excellence and will ensure that all requirements for accreditation are met.

We are intentional and diligent to ensure that every new classroom offered at King's Gate meets the requirements of ACSI accreditation while maintaining King's Gate's philosophy.



Please initial that you understand and agree to the following of the Enrollment Contract:

- My child is fully potty trained and able to use the restroom without assistance before the first day of school.
 - I will send an allergy friendly lunch each day or order lunch through the Benchmark lunch program.
 - I agree to abide by the King's Gate Ministries, Inc. and the policies of our Host Churches.
 - I am responsible to pay and to ensure that King's Gate receives the full **annual** tuition cost.
 - I understand that budget, supply purchases, and staffing decisions are based on enrollment.
 - The Application Fee and Enrollment Fee are non-refundable and non-transferrable.
 - The Annual Tuition is non-refundable after June 1st.
 - I have read and understand the withdrawal policy for King's Gate Christian School and the obligation to pay the full annual tuition.
 - I have included the applicable Application, Enrollment and Extended Day Enrollment Fees.
 - I understand that King's Gate is partnering with Surrey Hills Baptist Church (12421 Mustang Rd) to add grades. King's Gate's future plans Upper Elementary/Middle School/High School being held at the Surrey Hills location.
 - King's Gate *programs are operated by King's Gate Ministries, Inc., who is solely responsible for its activities. Our Lord's Community Church and Surrey Hills Baptist Church are our hosts, but do not exercise any management or control over our operation and have no responsibility for our actions, or responsibility to our patrons (or participants, or employees, or vendors, or contractors as may be appropriate.)
 - King's Gate does not discriminate on the basis of race, color, sex, national and/or ethnic origin in the administration of enrollment or our policies and *programs. All enrolled children are granted the same rights, privileges, programs and activities. We want and will take every opportunity to love and teach every child whose educational needs we can meet regardless of the lifestyle or beliefs of their parents, family members, and/or friends. Parents and guardians of children enrolled understand that we are a Christian ministry with an evangelical commitment to teach historic Christianity. All those who represent an enrolled child are asked to honor and respect our Christian standards while present in the OLCC, SHBC, or King's Gate facility or while participating in a King's Gate event in the community.
- **Programs include King's Gate Christian School, Child Development Center and Super Summer.**

Please initial and sign below to confirm your payment method and contract commitment.

Full Annual Tuition Payment. To enroll include Application Fee, Enrollment Fee & the total annual tuition. **An annual discount applies when tuition is paid in full by cash or check.**

Monthly checking/savings ACH draft. To enroll, include the Application Fee and Enrollment Fee. Tuition is divided into 10-monthly interest-free payments paid by ACH draft. The first payment will be drafted July 5, 2018, and the final payment will be drafted April 5, 2019. **A monthly discount applies when paying by ACH draft.**

Monthly credit card charge. To enroll, include the Application Fee and Enrollment Fee. Tuition is divided into 10-monthly payments paid by credit card. The first payment will be charged July 5, 2018, and the final payment will be charged April 5, 2019.

Please sign that you understand and agree to the Enrollment Contract:

Signature of Parent or Guardian

Date