



## 2026-2027 Registration Form

CHILD'S NAME: \_\_\_\_\_  
(Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_

**CHECK ALL THAT APPLY:**

Child currently enrolled 2025-26  
 Siblings currently enrolled 2025-26  
Names of siblings currently enrolled  
\_\_\_\_\_  
\_\_\_\_\_  
 Previous Child in MCC Preschool  
(Name) \_\_\_\_\_  
 Parent(s) active MCC members

**FOR OFFICE USE ONLY:**

Payment in Blackbaud Tuition Management System: Yes   No

Class Assignment \_\_\_\_\_  
Withdrawal Date \_\_\_\_\_  
Withdrawn Reason \_\_\_\_\_

Church Home (optional) \_\_\_\_\_  
School District \_\_\_\_\_  
Private School \_\_\_\_\_

Names of Siblings Registering for 2026-27  
\_\_\_\_\_  
\_\_\_\_\_

**RETURNING FAMILIES:**

DO NOT SEND THE \$85 REGISTRATION FEE WITH THIS FORM OR MAKE A PAYMENT IN YOUR 2025-26 BLACKBAUD TUITION MANAGEMENT SYSTEM ACCOUNT. DIRECTIONS FOR PAYMENT WILL FOLLOW BY EMAIL ONCE I RECEIVE YOUR REGISTRATION FORM AND YOUR CHILD HAS BEEN PLACED IN A CLASS. PAYMENT AT THAT TIME WILL BE DUE BEFORE FEBRUARY 1, 2026, IN YOUR 2026-27 BLACKBAUD TUITION MANAGEMENT SYSTEM ACCOUNT.

**FAMILIES NEW TO MCC PRESCHOOL:**

DO NOT SEND THE \$85 REGISTRATION FEE WITH THIS FORM. ALL PAYMENTS ARE MADE IN BLACKBAUD TUITION MANAGEMENT SYSTEM, AND DIRECTIONS TO SET UP YOUR ACCOUNT AND FOR PAYMENT WILL FOLLOW BY EMAIL ONCE I RECEIVE YOUR REGISTRATION FORM AND YOUR CHILD HAS BEEN PLACED IN A CLASS. Payment is due on or before February 1, 2026.

**Mail forms to:**

MCC Preschool/Chris Conner, Director  
11251 Montgomery Road  
Cincinnati, OH 45249

**PART I TERMS AND CONDITIONS OF ENROLLMENT (Each section must be signed and dated.)**

- A. The school will be in session from mid-September 2026 through mid-May 2027. **Children must be able to start on the first day of class in September. No openings will be held for a later start during the school year.**
- B. Children must be potty trained to attend MCC Preschool.
- C. A registration fee of \$85.00 must be paid in Blackbaud **and this form submitted to the Preschool office before your registration is considered complete. (Registration fees WILL NOT be refunded if your child has been placed in a class. Including the Y5's class.)**
- D. Upon reaching quota for enrollment, the remaining children's names will be placed on a waiting list, per your request (see Part V).
- E. If we are unable to adequately fill a class, we reserve the right to make the necessary adjustments in our programming or cancel the class.
- F. The school reserves the right to recommend the withdrawal of a child whose needs are not met by the program or takes the class teachers out of ratio.
- G. Children whose medical forms have expired (or are incomplete) will be excluded from the program until forms are brought up to date per state licensing requirements.
- H. **The first of nine equal tuition payments is due May 1 and IS NOT REFUNDABLE (applies to May 2027). The remaining eight equal tuition payments are due on September 1, October 1, November 1, December 1 in 2026, and on January 1, February 1, March 1, April 1 in 2027. You also may pay in full.**
- I. There is a one-time \$40 supply fee for the 2-day, \$45 3-day classes, and a \$50 supply fee for the 4-day classes.
- J. **If tuition payments are unpaid, a \$40 late fee will be added to the total due each month in your TMS account.** Your child cannot attend his/her preschool class or attend the lunch bunch program until tuition is paid and up to date. If there are extraordinary circumstances or financial issues, see the Preschool Director immediately.

I have read and understand the above terms and conditions of enrollment:

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART II REGISTRATION POLICY (If you enroll during the designated enrollment period for your status.)**

**Priority registration** will be given to currently enrolled students, including currently enrolled students of active church members on record.

**Second priority** will be given to active church members on record who register during the priority registration period. An active church member will be defined as a person who has completed the current process of joining and attending MCC. See the preschool director for more information.

**Third priority** will be given to siblings of currently enrolled preschoolers and to siblings of past preschoolers.

**Final priority** will be given to the community, including active church members on record who register after the priority registration period and regular attenders of MCC.

**Wait List** When there is a wait list and a space becomes available in the preschool, new hires of the preschool and church staff will receive priority over those currently on the wait list.

I have read and understand the above Registration Policy. I understand first choices are not guaranteed due to size and requirements of class structure.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART III REGISTRATION INFORMATION. PLEASE PRINT CLEARLY**

Child's Full Name \_\_\_\_\_ Nickname, if used \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female \_\_\_\_\_  
(Circle one)

Address: \_\_\_\_\_  
(Street) \_\_\_\_\_ (City) \_\_\_\_\_ (Zip) \_\_\_\_\_

Primary phone \_\_\_\_\_ Primary Email \_\_\_\_\_  
(Required) \_\_\_\_\_ (Required) \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Father's Cell: \_\_\_\_\_ Mother's Cell: \_\_\_\_\_

Father's Work # \_\_\_\_\_ Mother's Work # \_\_\_\_\_

Parent(s) Status: \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Single \_\_\_\_\_  
(Circle One)

How did you hear about our preschool? \_\_\_\_\_

Any falsification of the above information will result in immediate dismissal of the child from the Preschool.

**PART IV PUPIL PROFILE**

What is the primary language spoken in your home? \_\_\_\_\_

Are there special educational needs, learning difficulties or disabilities? Yes / No (Circle one)  
If yes, explain \_\_\_\_\_

Does your child have emotional, social or behavioral needs? Yes / No (Circle one)

If yes, explain \_\_\_\_\_

Are there any allergies or health concerns for your child? Yes / No (Circle one)

If yes, explain \_\_\_\_\_

Does your child take any medication regularly? Yes / No (Circle one) If yes, what? \_\_\_\_\_

Why? \_\_\_\_\_

Does your child currently attend any other programs or clinics? Yes / No (Circle one)

If yes, where: \_\_\_\_\_

**PART V PROGRAM CHOICES**

Please indicate first, second, and third choice (by using 1, 2, and 3) beside your class preference. We cannot guarantee your first choice or teacher requests. Classes meet for the traditional morning session from 9:30 AM to 12:00 noon. Classes meeting for the extended morning session is from 9:30 AM – 1:30 PM. For your convenience, tuition may be payable in nine (9) equal payments. **Children are to be potty trained to attend preschool. (If we are unable to adequately fill a class, we reserve the right to cancel the class, and you will be contacted.)**

**YOUNG THREE'S: Children turning 3 years old between August 1– December 31,2026**

**Cost: \$1935 a year plus \$40 supply fee (\$215/month)**

2-day Tuesday/Thursday), 9:30 AM—12 noon

**THREE-YEAR-OLDS: Children turning 3 before August 1, 2026**

**Cost: 2-day program is \$1935 a year plus \$40 supply fee (\$215/month)**

2-Day (Tuesday/Thursday), 9:30 AM—12 noon

**Cost: 3-day program is \$2403 a year plus \$45 supply fee (\$267/month)**

3-Day (Tuesday/Wednesday/Thursday), 9:30 AM—12 noon

**FOUR-YEAR-OLDS: Children turning 4 before August 1, 2026**

**Cost: 3-day, 2 ½-hour program is \$2403 a year plus \$45 supply fee (\$267/month)**

3-Day (Tuesday/Wednesday/Thursday), 9:30 AM—12 noon

**Cost: 4-day, 2 1/2-hour program is \$2907 a year plus \$50 supply fee (\$323/month)**

4-Day (Tuesday/Wednesday/Thursday/Friday), 9:30 AM—12 noon

**Cost: 4-day, 4-hour program is \$3726 a year plus \$50 supply fee (\$414/month)**

4-Day (Tuesday/Wednesday/Thursday/Friday), 9:30 AM—1:30 PM

**YOUNG 5'S CLASS: Designed for children turning 5 before August 1, 2026\***

**Cost: 4-day, 2-1/2-hour program is \$2907 a year plus \$50 supply fee (\$323/month)**

4-Day (Tuesday/Wednesday/Thursday/Friday), 9:30 AM—12 noon

**Cost: 4-day, 4-hour program is \$3726 a year plus \$50 supply fee (\$414/month)**

4-Day (Tuesday/Wednesday/Thursday/Friday), 9:30 AM—1:30 PM

**LUNCH BUNCH: This class meets 12:00 noon – 1:30 PM. Preschoolers enrolled in a 3's class may register for Tuesday and/or Thursday only. Preschoolers enrolled in 4's or 5's classes may register in one day, two days or three days, Tuesday, Wednesday, Thursday.**

**Cost: \$240 for one day in a 13-week session; \$480 for two days in a 13-week session; \$720 for three days in a 13-week session; September-January; January-April/May. We cannot guarantee your first choice and reserve the right to make any necessary changes due to the low number of registrations. Sign ups begin in August 2026. Look for an email with information and how to sign up.**

**WAIT LIST:**

- Please put me on your waiting list for the 2026-2027 school year if my child does not secure a place in the preschool.
- Do not add my name to your waiting list if my child does not secure a place in the preschool and refund the \$85 registration fee.

