

November, 2011

Dear Timothy Community and Prospective Timothy Family,

Thank you for your interest in pursuing an excellent Christian education at Timothy Christian Schools! Here is the pertinent information for the Preschool and Kindergarten application processes for admission to Timothy for the 2012-2013 school year:

- We will have an **open registration** process beginning November 7 and ending on February 3, 2012. To register, pick up a registration packet in the office. A copy of your child's birth certificate and a \$50 (or \$100 registration fee for Preschool) must accompany your completed registration form.
- A joint **Preschool / Kindergarten Information** evening will be held on **January 24, 2012** at 7:00PM to acquaint you with our programs, curriculum, and teachers. This event will also help you determine the best choice (a.m., p.m., full day for kindergarten and a.m., p.m., MWF, TTH for preschool) for your child.
- At the conclusion of the open registration period (February 3, 2012) we will determine our **class lists** for the different sections and inform parents of their child's placement on February 10 (for preschool) or April 20 (for kindergarten).
- **Priority placement** for preschool and kindergarten will be given to families with children already enrolled in Timothy's P-12 program, and families from our supporting churches.
- If a section of kindergarten or preschool is oversubscribed, we will conduct a **random selection** of all interested families (based on the priority system outlined above) to determine who will be enrolled in the different sections. Individuals not selected in this process will receive their next available choice.

We are committed to making the process work smoothly to serve families effectively and efficiently. If you have any questions, please feel free to contact any of us by phone or email.

Thank you for your interest in Christ-centered education at Timothy.



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