



Arcola Christian Preschool

A Ministry of Arcola United Methodist Church
24757 Arcola Mills Drive, Dulles, VA 20166
703-327-7878 x222

Registration Information 2025-2026

Openings will be filled on a first-come, first-served basis.

Please complete the attached registration form and turn it in to Barbara Ladany, Director of Arcola Christian Preschool. When offered placement in the preschool, you will have 48 hours to turn in the registration fee.

- Mail the form to ACP, 24757 Arcola Mills Drive, Dulles, VA 20166
- Scan and e-mail the form to Barbaral@ArcolaChurch.org

2025-2026 CLASS SCHEDULE OPTIONS

2 ½ year olds (must be 2 by March 31, 2025) have the following options:

- Tuesday and Thursday (9:30am – 12:15pm)
- Wednesday and Friday (9:30am – 12:15pm)

3 year olds (must be 3 by September 30, 2025) have the following options:

- Tuesday and Thursday (9:30am – 12:15pm)
- Monday/Tuesday/Thursday (9:30am – 12:15pm)
- Monday/Wednesday/Friday (9:30am – 12:15pm)

4/5 year olds (must be 4 by September 30, 2025) have the following options:

- Monday/Wednesday/Friday (9:30am – 12:15pm)
- Monday through Thursday (9:30am – 12:15pm)
Monday – Thursday + extended day (9:30am – 1:30pm)
- Monday – Friday (9:30am – 12:15pm)
- Monday – Friday + extended day Mon-Thurs (9:30am – 1:30pm)

FEE SCHEDULE

A **REGISTRATION FEE** of \$155.00 must accompany each registration form. The registration fee is non-refundable if your child is offered placement in our program so make sure to only mark those classes you are willing to accept.

TUITION for the 2025-2026 school year at Arcola Christian Preschool is listed below. Tuition is to be paid in nine equal installments. The first tuition payment is due May 1, 2025. This is a deposit that indicates your commitment to attend Arcola Christian Preschool and will be credited as the May 2026 payment. The remainder of the payments are to be made by the first of each month, August through March, and are applied to the following month's fees.

To ensure we receive timely payments, **we ask that all families make their tuition payments through our [online payment page](#) using electronic fund transfer** or use bill pay through your bank allowing at least 7 days for processing and delivery. If this presents a problem for your family, please talk with our Director.

Monthly Tuition – 9 equal installments

Two-day classes	\$280
Three-day classes	\$340
Four-day class	\$410
Four-day + extended day	\$560
Five-day class	\$490
Five-day + extended M-Th	\$640

Lunch Bunch – Offered on select days each month

Each Lunch Bunch Session - \$25



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2025-2026 REGISTRATION FORM

Child's Name: _____ Date of Birth: ___ / ___ / _____ Sex: _____
Last First

Prefers to be called: _____

Class for which you would like to enroll your child (please mark your choices in order of preference: 1st, 2nd, etc.). Do not choose a class you are unwilling to accept.

Arcola Christian Preschool reserves the right to alter the class schedule as listed below based on enrollment demands.

2 ½ year-old (must be turning 2 by March 31, 2025)	3-Year-Old Classes (must be 3 years old by Sept. 30, 2025)	4/5-Year-Old Classes (must be 4 years old by Sept. 30, 2025)
___ Tuesday/Thursday	___ Tuesday/Thursday	___ Monday/Wednesday/Friday
___ Wednesday/Friday	___ Monday/Tuesday/Thursday	___ Monday-Thursday (4 days)
	___ Monday/Wednesday/Friday	___ Monday – Thursday + extended day
		___ Monday – Friday (5 days)
		___ Monday – Friday + extended day M-Th

*If the class in which you wish to enroll your child is full, your child will be put on the wait list unless you notify the Director, in writing, that you do not wish to continue the process.

Name of Parent/Guardian 1 (Father): _____

Name of Parent/Guardian 2 (Mother): _____

Address: _____
Street City State Zip

E-mail Address (Primary method of communication!): _____

Phone Number: _____

SPECIAL NEEDS:

Are there any areas where your child needs special support/services? (Please do not request teachers or classmates.)

*We feel it is important for our teachers to spend all their time with the children in the classroom. Therefore, it is our policy that all children be fully potty-trained before starting school. (2 ½ year-olds must be actively working on training even if not completely trained.)

*A non-refundable registration fee of \$155.00 is due upon admission to our program. Checks should be made out to Arcola Christian Preschool. The first tuition payment acts as a deposit and is due May 1, 2025. The next tuition payment is due August 1 and monthly thereafter through March 1, 2026.

*Virginia State Law requires us to view your child's birth certificate before admitting him/her to the preschool.

*Arcola Christian Preschool admits students of any race, color, and national or ethnic origin.

Signature of Parent Date

FOR OFFICE USE: Date received _____ Check # _____ Paid online _____ Acceptance sent _____ Check returned _____