



**2018-2019  
Preschool Pals Program  
New Enrollment Accounting Form**

*Student Information:*

Name	Date of Birth

*Please choose one of the following payment options:*

- Set up payments by automatic draft (additional paperwork required)
- I am currently set up with automatic draft and would like to use the same account for next year.
- I will be paying monthly by check, cash, or credit card\*.

\*I understand there is a 3% fee for credit / debit card transactions

*Accounting information:*

Parents in Household	Home Address
Father (First name/Last name)	
Mother (First name/Last name)	
Bill to (if other than father)	Billing Address (if other than above)

*For office use only:*

2 day                      3 day                      4 day

<p><b>PRESCHOOL PALS OFFICE</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Payment attached includes \$100 registration fee cash / check # _____</li> <li><input type="checkbox"/> Payment attached includes \$ _____ for the month of _____</li> <li><input type="checkbox"/> Payment attached is for full year</li> <li><input type="checkbox"/> This is an SPP teacher's child.</li> <li><input type="checkbox"/> This is a full time / part time SCC employee's child.</li> <li><input type="checkbox"/> <b>NOTE:</b> The attached check does not show the name of child's parent.</li> </ul>
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<p><b>ACCOUNTING OFFICE</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Enter profile code</li> <li><input type="checkbox"/> Enter ACH information</li> <li><input type="checkbox"/> Invoice \$100 registration fee</li> <li><input type="checkbox"/> Invoice partial month tuition if checked above</li> <li><input type="checkbox"/> Create recurring monthly invoice</li> </ul>
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