



Shepherd of the Desert Lutheran Preschool

9400 E Mountain View Road, Scottsdale, AZ 85258
480-860-0488 - <https://shepherdaz.school>

Student Information & Schedule Preference

Please list the names of all students enrolling in Shepherd of the Desert Preschool and desired class schedule.

Student One: _____ Male Female _____
Name Date of Birth Age as of 9/1/23

Days of the Week Desired: Mon/Wed/Fri Tues/Thurs Monday-Friday

Hours: 8:30-11:30 8:30-12:30 8:30-2:45 Before Care (7:30-8:30am) After Care (2:45-5:00pm)

Additional Notes or Requests: _____

Student Two: _____ Male Female _____
Name Date of Birth Age as of 9/1/23

Days of the Week Desired: Mon/Wed/Fri Tues/Thurs Monday-Friday

Hours: 8:30-11:30 8:30-12:30 8:30-2:45 Before Care (7:30-8:30am) After Care (2:45-5:00pm)

Additional Notes or Requests: _____

Student Three: _____ Male Female _____
Name Date of Birth Age as of 9/1/23

Days of the Week Desired: Mon/Wed/Fri Tues/Thurs Monday-Friday

Hours: 8:30-11:30 8:30-12:30 8:30-2:45 Before Care (7:30-8:30am) After Care (2:45-5:00pm)

Additional Notes or Requests: _____

Parent Information

Father's Name / Guardian 1

Mother's Name / Guardian 2

Stepfather

Stepmother

Home Address

Home Address (if different)

City / State / Zip

City / State / Zip

Home Phone

Cell Phone

Home Phone

Cell Phone

Email Address

Email Address

Father's Employer

Employer Phone Number

Mother's Employer

Employer Phone Number

Occupation

Occupation

Student Lives With: _____

Custody Arrangements (if applicable): _____

Who is financially responsible for tuition and fees? _____

Ethnicity (optional – used for school statistics report): _____

How did you hear about Shepherd of the Desert Preschool? _____

Family Worship Life

Home Congregation/Religious Affiliation: _____

Would you like more information about Shepherd of the Desert Church? Yes No

Would you like more information about baptism? Yes No

Baptism Dates (month/year): Child One: _____ Child Two: _____ Child Three: _____

School History & Medical Information

Has anyone in your family attended Shepherd of the Desert in the past? _____ Whom? _____

Most Recent School Attended (name, location): _____

Has your child(ren) ever been dismissed from school? Yes No

If yes, please provide a brief explanation: _____

Has your child(ren) been tested or recommended for testing for any condition which may affect school performance (e.g., Attention Deficit Disorder, Autism, learning disabilities, behavior/emotional disorders, etc.)? Yes No

If yes, please provide a brief explanation: _____

Does your child(ren) have an Individualized Education Plan? Yes No If yes, please provide copies to school.

Shepherd of the Desert Preschool reserves the right to dismiss a student after enrollment acceptance has been finalized if prior disciplinary action or undisclosed special needs come to light or if accommodations for special needs are unable to be met.

Please describe any additional screening or health conditions of which the school needs to be aware: _____

Does your child(ren) take medication for any of the above conditions or for any other condition? Please Describe: _____

List any allergies: Child One: _____
 Child Two: _____
 Child Three: _____

Has your child ever had chicken pox (yes/no)? Child One: _____ Child Two: _____ Child Three: _____

The following must take place before Student Admission is considered complete.

- **This form must be completed and submitted with a copy of the student’s Birth Certificate, current Immunization Records and payment of the \$300 non-refundable Registration Fee.**
- This paperwork must also be accompanied by the Tuition Agreement Form, Parent Consent and Release Form and the Emergency, Information and Immunization Record Card - all forms are available online at <https://shepherdaz.school>
- Shepherd of the Desert Lutheran Preschool admits students of any race, color, nationality or ethnic origin, making available to all of its students the rights, privileges, and activities associated with the program. Additionally, Shepherd of the Desert does not discriminate on the basis of race, color, nationality or ethnic origin in administration of its educational policies, admissions policies, tuition assistance, loan programs and other school-administered programs.
- It is the mission of SOTD to share the love of Jesus with children and instill in them a love of learning and the desire to serve the Lord. Shepherd of the Desert recognizes that there may be applicants whose background and circumstances are such that the applicants would require extraordinary attention and/or resources, and their admission would therefore disproportionately reduce the attention and resources available to other students. SOTD also recognizes that, from time to time, there may be applicants with backgrounds that suggest that the applicant may pose a potential risk to other students. Shepherd of the Desert Preschool must consider the best interest of the student body as a whole, and for this reason it is the policy of Shepherd of the Desert Preschool not to accept such applicants. Exceptions to this policy may only be made by the Preschool Director.
- The school faculty expects students and families to comply with school regulations. Before signing this form, please review these policies, procedures and rules outlined in the Preschool Family Handbook which is available online at <https://shepherdaz.school>

Tuition Rates and Policies 2023-2024

Non Refundable Registration Fee: \$300 - paid by cash or check made out to “SOTD” when submitting all paperwork

Age Level	MWF Classes	3 day costs	TTh Classes	2 day costs	Monday-Friday	5 day costs
18months-5 year olds	MWF am- 8:30-11:30	\$445	TTh am - 8:30-11:30	\$340	M-F am - 8:30-11:30	\$690
	MWF lunch- 8:30-12:30	\$580	TTh lunch - 8:30-12:30	\$430	M-F lunch - 8:30-12:30	\$900
	MWF all day- 8:30-2:45	\$770	TTh all day - 8:30-2:45	\$550	M-F all day - 8:30-2:45	\$1130

Registration fee is non-refundable. Payment must be submitted with all required paperwork and class/schedule acceptance. These funds are used to reserve a child’s class placement and to cover FACTS administration and office costs. If a family needs to withdraw their student during the school year, a 30-day written notice must be given to the Preschool Director. A portion of the tuition from the following month of enrollment may be refundable with a 30 day, written advance notice.

Student accounts must be paid in full by May 31st, 2023 to be eligible for re-enrollment in the 2023-2024 school year. Tuition is collected during a 10-month billing cycle, with the first payment due August 1st, 2023 and the final payment due May 1st, 2024, excluding any extra fees for additional programming. Subsequent payments are due on the 1st of each month. All payments will be made through the FACTS Management system. Automatic withdrawal accounts through FACTS must be set up by July 1st, 2023.

If payment is delinquent, families will be notified and a late fee will be assessed to your account. If debt persists, enrollment is subject to suspension or termination.

Signature and Policy Acknowledgement

By signing below, I state that I have reviewed the Preschool Family Handbook online at <https://shepherdaz.school> and understand what is expected and required of myself as a parent of a Shepherd student, and I understand, accept and agree to follow and promote the rules and policies of Shepherd of the Desert Preschool.

_____ OR _____
Father’s Signature or Legal Guardian & Date *Mother’s Signature or Legal Guardian & Date*

Office Use Only - Do not write below this line.

Date Received: _____ Time: _____ Received By: _____

Check Number: _____ Amount: _____

Additional Comments: _____

Class Schedules/Placements: _____

