

Registration Process and What to Expect

Directions

1. Check the Tuition and Fees Summary on our website to see our program offerings and associated costs.
2. REGISTER online by clicking the appropriate registration link: The NEW STUDENT REGISTRATION Button for students new to ELC or the RETURNING STUDENT RE-ENROLLMENT FORM link for those students that are currently enrolled at our school.
3. Pay your non-refundable Registration Fee. (Returning Students: \$80, New Students: \$100) Cash or check accepted. Make checks payable to MPC ELC with your child's name in the memo line. Checks can be mailed, placed in our DROP BOX located outside our door or, for current students, sent in through your Child's Communication Folder. Cash payments should be brought directly to the ELC office.
4. Read, sign and submit the Parental Permissions and Policies Agreement. A copy can be downloaded from our website. This form can be sent together with your payment.

What to Expect

1. Once we receive all 3 required items (Registration form, payment and signed parent policies), you will receive an EMAIL confirmation.
2. Between mid to late July you will receive a packet of information in the mail which will include the school calendar and payment due dates.
3. Your Supply Fee and your Advanced Tuition Payment (applied towards the last month of school) will be due by August 15th. Details about this will be included in the July mailing.
4. Items for your child's file will be due by the first day of school. These are a copy of their birth certificate and the Virginia School Entrance Health Form. These items may be mailed in, dropped in the ELC Drop Box or brought with you to the Teacher Meet & Greet.
5. The week before school starts, you will receive an EMAIL from your child's teacher introducing themselves and providing you with their room assignment.
6. You are invited to attend the Teacher Meet & Greet, held right before the first day of school, to meet your teachers, classmates and explore the classroom. This is optional but a good way to help with those first day jitters.