

Parent/Guardian Enrollment Checklist

2023-2024

To enroll your child in Trinity Lutheran Preschool, you will need to complete and submit the following forms:

- Registration Form – *confirms your child's registration for the upcoming school year*
- Tuition Payment Information – *establishes your tuition payment schedule*
- Child Biography – *provides pertinent child details, emergency contact and more*
- Behavior Policy Form – *commits your child to TLP's behavior expectations*
- Consent Form – *confirms your consent for field trips, photos and other information*
- Immunization Record or Religious/Medical Consent Form signed by a physician

You may submit these forms to Trinity Lutheran Preschool at the mailing address above or via email to preschool@tlcmadison.com. You may also bring the completed forms to the Open House prior to the start of school.

ALL forms and information listed above must be completed and submitted prior to the first day of school.

Prior to the first day of school, please confirm you have received the following documents from Trinity Lutheran Preschool:

- Preschool Handbook
- School Calendar
- School Supply List

If you do not have any or all of these documents in your possession, please notify the Director/Head Teacher.