EPIPHANY LUTHERAN CHURCH MDO ONLINE REGISTRATION PROCESS FALL 2020

5515 West Broadway Pearland, TX 77581 <u>mdo@epiphanypearland.org</u> Phone: 281-485-7896 Fax: 281-485-5040

New This Year - Online Registration Only

Info @ www.shiningthelight.org/mdo

- In House:Wednesday, February 5th10am onlinewww.myprocare.com
- Community: Wednesday, February 12TH 10am online <u>www.shiningthelight.org/mdo</u> "New Family Registration"

Registration Fee: To be paid online only at registration time with a 2.7% credit card fee. \$100.00 per child for 2 days a week \$200.00 per child for 4 days a week

(the non-refundable registration fee is required to secure your child's spot)

Monthly tuition for the 2020/2021 school year is as follows:

1 child	2 days	\$215
2 children	2 days	\$375
3 children	2 days	\$590
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1 child	4 days	\$430
2 children	4 days	\$810
3 children	4 days	\$1240

May tuition is included in the 8 equal monthly payments

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IN-HOUSE REGISTRATION INFORMATION:

If you need to register a new child in addition to/in place of a returning child, please let us know in the office before Feb 5th. Procare will not allow parents to add new children. We can add them ahead of time and then they will be in the system for you to "re-register" them on the 5th.

In-House registration will begin online on February 5th at 10am. You will log on to <u>www.myprocare.com</u> and "re-register" each child you want to enroll in MDO. There are three registrations available: Fall 2020 4 day, Fall 2020 Tuesday/Thursday or Fall 2020 Wednesday/Friday. Please select your child and then the program you want, and then proceed with registration. At the end of registration, you will be prompted to pay the registration fee online. You will also have the opportunity to print your registration. **Please print, sign and return the form either in person, by e-mail, or by fax to MDO.** If we do not receive your registration by Feb 7th, your spot may be forfeited.

COMMUNITY REGISTRATION INFORMATION:

New family registrants please go to <u>www.shiningthelight.org/mdo</u>. Click on "New Family Registration" and complete the pre-registration form. Once we have received your new family registration information you will receive an email from mdo@epiphanypearland.org confirming either a spot for your child or that you are currently on the waitlist. The email will contain the next step of registration and payment of registration fees. **Receipt of your online payment and signed paperwork (either in person, by e-mail, or by fax, will then secure your spot for fall 2020.**

***You can also print the paperwork from your confirmation email you should have received from <u>info@myprocare.com</u> that contains your child info with a signature line.