

Your enrollment is complete when we have received the following:

- \$100 one-time, non-refundable application fee per child (This reserves space in the class.)
- Application Form
- Joyful Response Enrollment Form, signed and dated
- Medical/Emergency Contact Form and Student Health History Form
- Copy of the child's immunization form (*official state form may be faxed to us from pediatrician*)
- Copy of the child's birth certificate (*mother's copy is acceptable*)
- Classroom visitation (and teacher assessment/family meeting, if needed)
- \$50 Semi-Annual Supply Fee – due by draft in August and February (PK1-PK4)
- Reference Form completed by day care director or teacher/care giver of the child's previous child care center/school (*for PK3/PK4 students*)
- Family meeting with BCA principal

Families will receive additional information and forms to complete upon enrollment. Enrollment cannot be finalized unless all of these are completed and returned to the Business or Admissions Office. Promptness is required in order for us to make a timely decision on your behalf. Please contact Emily Patton in Admissions at 423.622.3755, ext. 12 for more information.

- **APPLICATION FEE:** one-time, non-refundable \$100 application fee per child (*This fee reserves a place for your child until your designated start-date.*)
- **SUPPLY FEE:** A \$50 supply fee is required twice per year for those enrolled in the PK1, PK2, PK3 and PK4 classes. Fees are due in Aug. and Feb. (or at time of enrollment for those who enroll throughout the year).
- **SIBLING DISCOUNT:** \$10 off per week for younger siblings of enrolled BCA or CCC students.
- **LUNCH is included in pricing for students who stay beyond 12:15 p.m.**

Age requirements for PK3/PK4 programs – Children must be age 3 or 4 on or before Aug. 15 to be officially enrolled in our PK3/4 programs. We follow the state law on this age requirement as they have set this date for admission into a TN kindergarten program. Those who do not meet the birthdate requirement will be enrolled in our younger pre-K programs that also follow a pre-school readiness curriculum. Children must also be completely toilet-trained to enter PK3. At this time, we only offer full-time rates. Summer options are more flexible for PK3/4.

**Rates are subject to change.*

AGES (HOURS OF OPERATION – 6:30 a.m. – 6 p.m.)	*RATES (5 days)
Infants (6 wks. – 12 mos.)	\$180/week
Pre-K1 – Age 1	\$175/week
Pre-K2 – Age 2	\$170/week
Pre-K3 and Pre-K4 – full day/year-round	\$165/week
Pre-K3 and Pre-K4 – half day/academic year (Aug. – May) 8:15 a.m. – 12:15 p.m. Lunch not included. Before/after school care available at an hourly rate until 6 p.m.	\$135/week

