



## How does registration work at WCP?

Registration opens to the public on Wednesday, January 15<sup>th</sup> 2025 at 9:00 a.m. Registration is done online at our website – [wentzvillecc.org/preschool](http://wentzvillecc.org/preschool). Click on the link, fill out and submit the registration form.

Once the form is received we will begin processing it. If a spot is available you will receive an invoice via email for the non-refundable registration fee. The fee must be paid to secure your spot for the 2025/2026 school year.

## What information do parents need to have on enrollment day when registering?

- **Child information #1** – name, address, birthday, email, phone number, phone carrier (AT&T, Verizon etc...), program choice
- **Parent/guardian information** – name, email, phone number, phone carrier (AT&T, Verizon etc...), work address, occupation, employer, work hours and work phone number
- **Child information #2** – school district child lives in, elementary school child will attend, siblings and their ages
- **Child medical information** – any medical conditions the child might have, allergies, pediatrician name, address and phone number
- **Medical insurance information** – insurance policy number, hospital preferred
- **Emergency contact and authorized pick up persons (x4)** – name, relationship to child, phone number