



School for Young Children
First Unitarian Universalist Church
93 W. Weisheimer Rd.
Columbus, Ohio 43214
www.syccolumbus.org
syc@syccolumbus.org

October, 2022

Dear Parent/Caregiver(s):

We are now accepting applications for the School for Young Children's 2023 2s school year. ***Please read this packet carefully!!*** If you have questions after reading the enclosed materials, call us at 614-267-0254.

To enroll your child, complete our online application at <https://www.jovial.org/syccolumbus/hello>. The non-refundable application fee of \$60 *per family* need only be paid by families who *do not* currently have a child enrolled at SYC. Checks can be mailed to:

School for Young Children,
First Unitarian Universalist Church
93 W. Weisheimer Rd., Columbus, Ohio 43214

The 18-week school year is January 9, 2023 through May 19, 2023. There will be a 1-week spring break April 3-7. Class offerings and 2023 tuition rates are included in this packet.

REGISTRATION PROCEDURES:

1. Applications must be filled out completely including first and second choice of class. A \$60 **non-refundable** registration fee must accompany each new or returning family's application(s) or they will not be processed. Make checks payable to "FUUC-SYC" or pay the application fee through Jovial (\$3 transaction fee will be added). If we are not able to offer your child a space in the school sometime during the 2023 school year, that child's registration fee will be waived for the 2023-24 school year.
2. The processing time for PRIORITY and NON-PRIORITY applicants will be **Friday, November 11, 2022 at 12:00 noon.**
 - Priority applicants are siblings of currently enrolled children, siblings of children who have attended SYC in the past, children of parents who attended SYC in the past and children whose parents are First UU Church MEMBERS. Non-Priority applicants are children of families who are new to SYC and whose parents are not members of First UU Church.
 - Having priority status does not necessarily mean that you will get your first choice class. If you qualify for priority status but do not submit your application by November 11 at 12 noon, you will forfeit any advantage of being a priority applicant.

3. **ALL APPLICATIONS CAN BE SUBMITTED IMMEDIATELY and should be submitted no later than the processing time for best placement chances.** *All applications received before the processing time will be treated as having arrived at the same time—it is not first-come, first-served. A lottery will be conducted and applicants placed into classes in an order determined by priority level and lottery number. Preliminary class lists will be assembled from the applications we have received **by Monday, November 14.***
4. Any applications received after the November 11 processing date and time will be processed first-come-first-served, after the initial placements ONLY if spaces remain; it is likely that the 2s classes will be filled and have waiting lists after the processing dates have passed.
5. *We strongly urge parents/caregivers not to wait until the last minute to submit their applications. The processing times are firm.*
6. If you have circumstances that you believe warrant individual consideration for a special class placement for your PRIORITY level child, please include email a letter to the SYC Committee (syc@sycolumbus.org) outlining your reasons along with your application. Applications with requests for special consideration must be received by **November 4, 2022.**
7. Enrollment remains open until all classes are filled and wait lists are maintained all year. All classes will be offered assuming minimum enrollment numbers are reached.
8. A limited number of need-based scholarships are available. Scholarship applications can be found on our website and <https://www.jovial.org/sycolumbus/hello> and are due at the time of application.

Sincerely,

Amy Rudawsky and Susan Roscigno
SYC Co-Directors

TUITION INFORMATION

Registration in the School for Young Children is made on a yearly basis. In order to keep tuition as low as possible and to meet our annual staff salaries and budget, SYC must be assured, at the time your deposit is paid, that the full year's tuition will be paid even if you withdraw your child(ren) at any time during the year. Individual withdrawal requests must be presented in writing for consideration to the SYC Committee for review within a reasonable time before withdrawal. Please read the Withdrawal Policy on the next page carefully.

A deposit (amounts listed below) is required to hold your place in school. This deposit amount is applied to the tuition. The deposit is due by Thursday, December 1, 2022. Upon acceptance to the school you will receive a tuition contract to approve and return with your deposit.

Families with more than one child attending in the same year receive a 5% discount on the 2s yearly tuition amount.

SCHOLARSHIP INFORMATION:

Tuition assistance, based on financial need, is available for those who apply. Applications are available on our website, www.sycolumbus.org and <https://www.jovial.org/sycolumbus/hello>. **Scholarship applications must be turned in by 12 noon on Thursday, December 1, 2022 for the best chance of receiving assistance.** If for some reason financial need changes (like a job loss or other unforeseen circumstance) after the scholarship application due date or sometime during the school year, parents/caregivers can apply for assistance as long as funds are still available. Applications will be reviewed and assistance awarded by the SYC Committee. Recipients will be notified by email. Recipients are also asked to give 10 hours of service to the school during the school year in return for this assistance.

Please make all SYC checks payable to: "FUUC-SYC"

Class	Total Yearly Tuition	Deposit Due 12/1/22	Balance
Mon-Wed AM 2's	1,069.00	221.00	848.00*
Tues-Thurs AM 2's	1,069.00	221.00	848.00*

*4 payments of 212.00: 1/1/23, 2/1/23, 3/1/23 and 4/1/3

*families are always welcome to make tuition payments in advance of any due date

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2023 WITHDRAWAL/REFUND POLICY

I. REGISTRATION FEE

\$60.00 per family. Non-refundable. No exceptions.

II. CONTRACT

Once signed, your tuition contract remains in force until a replacement is found and/or the SYC Committee votes to release you from your contract. Class openings will be filled in the order in which *written withdrawal requests* are received.

III. DEPOSIT

Amount - \$221.00 for 2-day-per-week classes (2s)

See Withdrawal Policy below. **After December 1, 2022 the deposit is NOT refundable.**

IV. WITHDRAWAL POLICY

All withdrawal requests must be submitted *in writing* to the SYC Committee.

For withdrawal requests received after December 1, 2022: Your tuition contract will remain in force until the spot is filled. The tuition deposit will not be refunded, and a \$40.00 withdrawal processing fee will be assessed before any tuition refunds are made.