

Lincoln Christian Preschool Families,

There are **FOUR tiers** which each have separate timelines for enrollment/re-enrollment. Please identify which tier your family falls into and follow the instructions accordingly.

**\*\*\*PLEASE NOTE THE FOLLOWING SIGNIFICANT ITEMS RELATED TO THIS PROCESS\*\*\***

- **Please DO NOT APPLY, or reenroll, prior to your tier's timeframe. If you do, your application will be held until all applications submitted correctly are processed.**
- **Any first-time students are required to complete a two-step process: the application and the enrollment.**
- **Application and Enrollment packets open at 9 AM on the specified opening dates.**

**TIER ONE** – Existing Lincoln Christian Preschool Families

*Existing Preschool Students* – only re-enrollment is required. Re-enrollment will be open January 10-15 (**please select 2019-2020 Returning Students Enrollment Discovery and Academy**).

*Existing LC Preschool Students' Siblings* – application and enrollment is required. If you have an existing re-enrolling DS/ACA student AND a younger sibling that will be applying for the first time, the application (which is needed for the new student) will be open online on January 8 and 9 (**please select 2019-2020 New Application Discovery and Academy**). Following a submitted application on January 8 or 9, you will receive an email on January 10<sup>th</sup> which will prompt you to complete the next step - enrollment. You will not be accepted until your enrollment is complete. You will have until January 15 to complete the enrollment which includes the \$100 registration fee.

**TIER TWO** – Existing Lincoln Christian School Families – If you have an existing re-enrolling student at Lincoln Christian School AND a younger sibling that will be applying to Preschool for the first time, application AND enrollment is required. The application for your new preschooler will be open online on January 16 and 17 (**please select 2019-2020 New Application Discovery and Academy**). Following a submitted application on January 16 or 17, you will receive an email on January 18 which will prompt you to complete the next step – online enrollment. You will not be accepted until your enrollment is complete. You will have until January 22 to complete the enrollment which includes the \$100 registration fee.

**TIER THREE** – Lincoln Christian School Alumni (parents who graduated from Lincoln Christian High School) – application AND enrollment is required.

The application for DS/ACA classes will open on Jan 23 and 24 (**please select 2019-2020 New Application Discovery and Academy**). Following the submission of your application, you will be contacted by our Preschool Director for a family interview. The family interview must take place between Jan 25-30. Once the family interview is complete and approved, you will be sent an email prompting you to complete the final step of online enrollment which includes the \$100 registration fee. You will not be accepted, and your student's spot will not be solidified until your enrollment is complete. You will have until January 30 to complete the enrollment, however please be advised that each open slot is filled in the order enrollments are received.

**TIER FOUR** – General Public - application AND enrollment is required.

The application for DS/ACA classes will open on February 1 (**please select 2019-2020 New Application Discovery and Academy**). Following the submission of your application, you will be contacted by our Preschool Director for a family interview. Once the family interview is complete and approved, you will be sent an email prompting you to complete the final step of online enrollment which includes the \$100 registration fee. You will not be accepted, and your student's spot will not be solidified until your enrollment is complete. Please be advised that each open slot is filled in the order enrollments are received.

**As a final reminder, if you enroll prior to your designated timeframe, your application will be held until all applications submitted correctly are processed. Please enroll ONLY during the specified timeframe for your tier.**

We are so excited about the 2019-2020 school year and are praying for God to expand our influence through the lives of the students entrusted to our care. If you have any questions at all, please do not hesitate to contact me for assistance.

Sincerely,  
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