

Tree Hill Waitlist and Enrollment Process

Getting on the waitlist:

After you have toured and filled out the pre-registration form given at your tour we will add you to our waitlist. An online inquiry alone does not add your family to the waitlist.

Your waitlist status stays active and we will automatically move your child to the appropriate classroom waitlist as they age.

We will only remove you from the waitlist if you tell us to, or if we have made every reasonable effort to contact you and we get no response.

Our wait list is not a guarantee of enrollment for any time frame. Some families are on our waitlist for over a year, some families are able to enroll sooner. There are a lot of factors at play and our ability to predict timelines is extremely difficult. Any estimates we make are exactly that; estimates.

We may occasionally reach out to you for updates on your childcare needs and schedule preferences. If we do not get a response we will make one more attempt to reach you. If we get no response you will be removed from our waitlist.

When we have a space available:

We will reach out to you by phone or email or both with information about the schedule and start date we have available. You will have 24 hours to respond before we move on to the next person on the waitlist.

If you decline the spot, let us know if you would like to be removed from the waitlist. If you choose to remain on the waitlist, someone below you on the list will fill the space. We will contact you the next time a space is available, but we will have no way of knowing when that will be.

If you would like to secure a space, you will be invoiced for our Registration Fee and a 50% Tuition Deposit to hold the space. We will require payment within 24-72 hours of the enrollment offer.

Registration fee: \$250. One time Family Fee. Not Annual. Non-Refundable

Tuition deposit: Our standard deposit is 50% of your monthly tuition which is dependent on your age group and weekly schedule. Tuition deposits are non-refundable if you cancel your enrollment, however it will credit to your first month's tuition.

FAQ

When is open enrollment? We are a year-round school and do not have an open enrollment period. Openings could come up at any time during the year, but we typically have the most enrollment available in September.

How long will the waitlist take? We have no real way of knowing. We typically have our enrollment projections estimated for 6-12 months in the future. If there are available spaces within that time frame that can be guaranteed we will attempt to fill them. All other openings occur if a family exits our program for any variety of reasons. Our waitlist is not like waiting for a table at a restaurant, it is more like waiting for a vacancy at a booked apartment complex. You have to wait for someone to end their lease and move out.

What number is my kid on the waitlist? We hesitate to put a number on kids because our waitlist is not an exact science. We group our waitlist by age, and as your child ages they may join kids in the next age group who have been on our waitlist longer.

What if I change my schedule after placing my tuition deposit? If you are reducing your schedule, your tuition deposit will still credit towards your reduced monthly tuition amount. If you are increasing your schedule, it can be requested but is dependent on availability. We may ask for an additional deposit amount.

What if I can't start when I originally planned?

If you have placed a deposit and want to delay your scheduled start time, it will depend on the length of the delay. A delay less than 30 days is typically something we can work with. A delay more than 30 days will likely result in your child forfeiting their space and being placed back on the waiting list.

Can anything help me get in faster?

- Having a flexible schedule can help! Sometimes we have part time openings come available that sit empty because no one on the waiting list wants it!
 - If you're able to accept a schedule that isn't preferred (for example you want full-time but all we have is part-time, or you want Fridays but all we have is M/T/W available) that can help get your foot in the door. We'll make note of different days preferred, or wanting to add days in the future and as soon as those become available we will reach out to see if you want to make any changes.
- Also if you have more than one child, being prepared to enroll them separately is helpful.
 - Two or more full time spaces opening at the same time in any given classroom is a rarity.