



St. Philip's Preschool  
16321 Great Oaks Drive  
Round Rock, Texas 78681  
(512) 244-1538  
February 2022

Thank you for your interest in St. Philip's Preschool. We are excited to begin the registration process for the 2022-2023 school year. The registration form is attached or can be found at [www.stphilips-preschool.org](http://www.stphilips-preschool.org). Please print and fill out the registration form. **The form along with the \$75 registration fee can be mailed, or returned in person to the preschool by 2 p.m. on March 4, 2022.** The Class Assignment Process will be held the following week for the available spaces, and you will be notified within 10 days of the results. Again, the registration form must be turned in by March 4th at 2p.m. to be included in the Class Assignment Process. Priority is given to those who are currently enrolled, their siblings, church members, waiting list/alumni and the general public in that order.

The registration form lists the class offerings for each age group. Requests for an alternate class schedule will be considered and finalized by March 31st. Alternate schedules when available are subject to an additional fee. All classes meet from 9a.m.-2p.m. Tuition is calculated on a yearly basis and is paid in 9 equal installments; the first installment payment is due no later than May 1st. A yearly supply/activity fee is also due by May 1st. **The remaining tuition payments are due on the first of each month from September through April.**

Enrollment in the preschool program is on a yearly basis. All fees are non-refundable; this includes the registration fee, supply fee and tuition deposit. In the event you chose to terminate enrollment at St. Philip's, a 30-day written notice is required before you are released from the monthly tuition obligation. Classes are subject to cancellation if minimum enrollment numbers are not met. Refunds will be issued **only** if St. Philip's Preschool must cancel enrollment.

If you have any questions regarding the registration process feel free to contact the preschool office at (512) 244-1538.