

Enrollment Information  
2024-2025 School Year



# Learning Center

A ministry of St. James United Methodist Church

For children ages 6 weeks-4 years

321 Pleasant Valley Drive

Little Rock AR 72212

501-217-6740

**Welcome to St. James Learning Center. This document will provide you valuable information regarding hours, rates, admission policy, and important dates. For more detailed information about our program, please visit the church website ([www.StJameLR.org](http://www.StJameLR.org)) and select Learning Center.**

**Admissions Policy**—St James Learning Center welcomes all children and admits students of any race, color, national or ethnic origin. Every student has all rights and privileges to participate in age level appropriate programs and activities that are accorded or made available to students at the school. We do not discriminate on the basis of race, color, national or ethnic origin in administration of education policies, admissions policies, scholarship programs and other school-administered programs.

**School Hours**—the Learning Center is open from 7:30-5:30 Monday-Friday. In general the center follows the Little Rock School District Calendar for holidays. A school calendar will be published and provided to parents at Parent Orientation in August. Options for enrollment are explained within this document.

**Registration Process**—Registration for the fall school year term will begin in January. **REGISTRATION IS DONE ONLINE ONLY!** Returning students, church members, staff members, and siblings of students receive first priority in registration. Remaining spots are then opened to the public.

**Waiting List**—Some of our classes do fill up quickly. Many opt to have their child’s name placed on the waiting list. Please complete the registration form, check waiting list, and submit the form to the Learning Center Office. Children on the waiting list will be moved up on the priority list of acceptance. There is a \$25 non-refundable waiting list fee that is to be paid at time of form submission.

**Registration Fees**—There is a \$285 registration fee for all students. This is due at the time of registration. It is non-refundable and non-transferable. Enrollment in the program will not be confirmed until the registration fee is paid in full.

**Tuition Payments**—Tuition is paid in advance on a monthly basis and is due by the 10th of each month. A \$25 late charge will be added to the monthly bill after this date. All families are required to participate in online tuition payment through Tuition Express! Please read the Parent Handbook for additional information about tuition payments and other fees. St. James Learning Center reserves the right to change the due date of tuition or method of payment.

**Building/Supply Fund Fee**—All families who participate in the Learning Center are assessed a building/supply fee. St. James church members are charged \$180. Non-members are charged \$230. This fee is non-refundable and non-transferable. It is due by August 12, 2024, tentatively.

## **Important Dates**

<b>August 12:</b>	<b>1st Day of Fall School 2024, tentatively and Building Fee is due</b>
<b>September 2</b>	<b>Labor Day, LC closed</b>
<b>November 27-29:</b>	<b>Thanksgiving Break, LC closed</b>
<b>December 23-January 3:</b>	<b>Christmas Break, LC closed, tentatively</b>

## St. James Learning Center Enrollment Options for children 6 weeks-4 years

Please note that when selecting a class, make your selection based upon your child's age as of August 1, 2024.

<b>Classes that meet 7:30-3:00 PM</b>				
<b><u>Option #</u></b>	<b><u>Day</u></b>	<b><u>Classes/Ages</u></b>		<b><u>Monthly Tuition</u></b>
A	M-F	2 years	\$	820.00
B	MWF	3 & 4 years	\$	600.00
C	M-F	3 years	\$	750.00
D	M-F	4 years	\$	750.00

<b>Classes that meet 7:30-5:30 PM</b>				
<b><u>Option #</u></b>	<b><u>Day</u></b>	<b><u>Classes/Ages</u></b>		<b><u>Monthly Tuition</u></b>
E	M-F	6 week-6 months	\$	1030.00
F	M-F	6 months-12 months	\$	1030.00
G	M-F	12 -18 months	\$	980.00
H	M-F	18-24 months	\$	900.00
J	M-F	2 years	\$	900.00
K	M-F	3 years	\$	770.00
M	M-F	4 Years	\$	770.00