



**Sun, Moon, and Stars Learning Center**  
**Waiting List Form**

Child's name: \_\_\_\_\_ Child's D.O.B: \_\_\_\_\_

Parent's name: A) \_\_\_\_\_ B) \_\_\_\_\_

Deposit date: \_\_\_\_\_ Estimated start date: \_\_\_\_\_ Full Time/ Part Time: M/T/W/TH/F

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Age of the child on estimated start date: \_\_\_\_\_

Groups: Sunshine (6weeks-12months) Moondrops (1 year olds)

Twinkle Stars (2 year olds) Sunflowers (3 year olds) Moon Explorers (4 and 5 year olds)

Check No# \_\_\_\_\_

\*There is a \$300 deposit for the waiting list. It will be applied towards your first month's tuition when your child's starts.

\*There is a \$150.00 annual or \$12.50 monthly supply fee.

\*If for some reason you decide not to go with SMS for care, there is a 4 week notice required. With a 4 week notice given, \$225.00 is refundable, \$75 is non-refundable.

\*If SMS is not able to provide a spot for your child, SMS will offer a full refund. The waiting list does not guarantee a spot.

\*SMS will call/email you if a spot opens up (close to your estimated start date). In case you refuse to accept the spot, it will be passed on to the next child on the waiting list. In this case, you will not be refunded the deposit in full.

\*We will keep you posted on the latest availability through email. Please visit our website to stay connected for events and monthly news.

\*Pre-service orientation: All new parents are required to have a meeting with the class teacher and the Director to go over the policies and procedures at SMS.

\*Pre-Service Observation: The class teacher will spend 30 minutes with your child in the group setting to observe. This helps the teacher to decide if she can meet the needs of the child and the family. This is required before your child will be offered enrollment.

\*If the Director/Teacher thinks that we are not able to meet the needs of your family and/or child, SMS reserves a right to dismiss the enrollment.

\*Registration Fee: \$125 (due by the first day of care)

\*You will receive Center Policies/Parent Handbook via email. Please call the office if you have not, as it contains all of the important information about our centers' procedures.

\*Please drop off this form along with your deposit in the office or mail it to us at:

3810 S. 1st street

Austin, TX-78704 Phone: (512)326-2010