

# Susanna Wesley Early Education Ministry Waiting List Form

**The one-time, non-refundable cost to be put on the SWEEM waiting list is \$25 per child for church members, and \$50 per child for non-church members. Please mail the waiting list form and check to: SWEEM, 120 Greene Street, Huntsville, AL 35801.**

Name of Child \_\_\_\_\_ Birth/Due Date \_\_\_\_\_

Gender (if known) \_\_\_\_\_

Home Address \_\_\_\_\_ Zip \_\_\_\_\_

Parents (or Guardians)

Father's Name \_\_\_\_\_ phone number \_\_\_\_\_

Father's e-mail \_\_\_\_\_

Mother's Name \_\_\_\_\_ phone number \_\_\_\_\_

Mother's e-mail \_\_\_\_\_

Are you a member of Huntsville First United Methodist Church? \_\_\_\_\_

Do you actively attend services at Huntsville First United Methodist Church? \_\_\_\_\_

When would you like your child to start in the program? \_\_\_\_\_

Which days would you prefer M-F, M/W/F or Tues/Th? \_\_\_\_\_

Do you want half-day (8 a.m.-noon) or full day (7:30 a.m. to 5 p.m.)? \_\_\_\_\_

## **Admission Procedure:**

SWEEM is open to any child. Preference is given in this order: 1. Children of SWEEM staff; 2. Children already in program; 3. Siblings of children in the program; 4. Church members on waiting list; 5. Nonmembers on waiting list.

## **Waiting List:**

Your child will be placed on the waiting list based on the date we receive the form. When a vacancy occurs, we will call you right away. Then, the non-refundable registration fee must be received in the SWEEM office to enroll your child in the program. If you refuse the spot when called, the child's name will go to the bottom of the appropriate class list. After two refusals, the child will be dropped from the list.

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For more information on our program, please visit  
<http://huntsvillefirst.org/preschool/>**