

The Laurel Hill School

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www.laurelhillschool.org

PRESCHOOL, TODDLER & INFANT REGISTRATION CHECKLIST

WELCOME to our vibrant learning community. Kindly familiarize yourself with the application process and submit all required documentation as soon as possible.

APPLICATION PROCEDURES: Two Step Process

1. ONLINE APPLICATION FORM (*ONLINE APPLICATION ALONE DOES NOT COMPLETE THE REGISTRATION PROCESS, SEE NEXT STEP*)

Complete online all sections of the application including cell, business, emergency numbers, and email information. E-mail will be the primary form of communication regarding school events.

It is of vital importance that the school has complete and updated addresses.

Please submit the online application only once. If you have any difficulties do not resubmit. Please call the office.

2. SUBMIT SIGNED TUITION PAYMENT PREFERENCE FORM WITH:

1. All applicable fees (registration & one month deposit for June)
2. Automatic Deduction Form or payment in full

We also require that you submit the following:

☐ MEDICAL FORMS

Immunization Certificate and Medical Evaluation Form **must** be submitted prior to the beginning of the school year.

☐ ORIENTATION INFORMATION:

Information regarding schedules for parent/child school orientation and general school guidelines will be forwarded during the month of August. Parent/child school orientation applies only to infants 12-24 months and the two and three-year-old programs.