



## 2023-2024 REGISTRATION INSTRUCTIONS

**Registration can be completely contactless**

Welcome to GPP&K! Please email the school office should you have questions.

Complete & sign the Application for Admission. Payment must be made at time of registration.

Registration form may be emailed to [schooloffice@gppk.com](mailto:schooloffice@gppk.com) or mailed to the school address below. You will receive an email confirming your child's enrollment when payment & Application for Admission form is received.

The payment that is due at the time of registration is the advanced May 2024 monthly tuition plus the one-time \$95 registration fee. (Your first monthly payment is due September 1, 2023.)

**\*All advanced May 2024 Tuition and \$95 Registration Fee are non-refundable.\***

Payments may be made using credit or debit cards through [Plastiq.com](https://www.plastiq.com). The link can be found on our website. Check payments (payable to **GPP&K**) are also accepted and may be mailed to the address below:

**Completed registration forms and/or check payments should be mailed to:**

GAITHERSBURG PRESBYTERIAN PRESCHOOL & KINDERGARTEN  
ATTN: CATHY FANTACCI  
610 SOUTH FREDERICK AVENUE  
GAITHERSBURG, MD 20877-1297

Medical Forms can be found on our website ([gppk.com](http://gppk.com)) and **MUST** be completed and signed by the doctor, then returned by email or mail to the school **BEFORE** your child's first day of class. (Please note that the school and school office are closed over the summer months, June, July & August.) Completed/signed forms must be in your child's file before he/she can attend school.