



YOUNG CHILDREN'S PROGRAM Admission Policies

Administered by the College of Education
Early Childhood Education Program
James Madison University

- New children are admitted to the Young Children's Program as 3-year olds and to fill vacancies in the 4-year old class based on the date of application and consideration for the gender and ethnic composition of each class.
- A non-refundable fee of \$25 for Half-Day and \$ 50.00 for Full-Day classes is required at the time of application to cover processing costs. Checks should be made payable to **JMU Young Children's Program** with the notation "**Application Fee**".
- It is the responsibility of each family to be sure contact information is kept current. Changes of address and/or phone numbers should be reported to the YCP secretary (540-568-6292) or at the address below.
- Applications are recorded on the date they are received in the YCP office. Applications remain on file and are reconsidered if vacancies occur.
- Offers of enrollment are made in the spring prior to the start of school in the fall. A non-refundable deposit is required to formalize each child's acceptance.
- Tuition is charged for all children enrolled in the Young Children's Program. The amount is communicated in an admission letter. Tuition payments are expected in monthly installments on or before the 5th of each month. Payment through Payroll Deduction is also offered to JMU faculty and staff. Lump sum payments are also acceptable.
- Verification of each child's identity and age is required by the Virginia Department of Social Services. If you do not have a birth certificate for your child, we encourage you to apply for one as soon as possible.
- Every child entering the Young Children's Program must have on file a completed medical form signed by a physician. This must contain verification of a physical examination and up-to-date immunization record. These forms can be found on this web site.
- The Young Children's Program is a laboratory school operated by the JMU College of Education. As such, its mission includes presentation of an exemplary program for young children, as well as educational services to teacher education students and faculty. It is expected that parents who choose to send their child to a laboratory school understand and support the vital role it serves in the development of future education professionals.
- Because the YCP depends on student staff members to provide an appropriate adult-child ratio, days that are missed due to weather emergencies are not made up.
- **To observe a YCP class, please contact the school at 540-568-6089 to make an appointment.**
- Please forward new applications and all correspondence to:

**Young Children's Program
James Madison University
395 South High Street, Memorial Hall, MSC 6909
Harrisonburg, VA 22807.**