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The Ann Campbell Early (ACE) Learning Center Formerly Project Help

**ACE Learning Center formerly Project Help Application**

Inclusive, comprehensive early learning programs for **children ages 12 months to kindergarten**

**Two Settings:**

**206 N. Baird Lane:**

* For children from 3 months to 4 years of age
* Full-day and half-day (mornings or afternoons) schedules are offered; the percentage in terms of children with some type of delay (peers) and preschoolers who are developing typically or above (peer models) is approximately 50/50
* The hours are 7.30 to 5.00 Monday-Friday; instructional sessions are 8.30-11.00 and 1.00-3.30. Half-day sessions are 8.00 to 12.00 with lunch time included or 1.00 to 5.00
* Classrooms in terms of age ranges:
  + Green Room: ages 12 months-24 months (*Baby and Me* classes are 9.00-10.00 am Fridays)
  + Blue Room: ages 24 months-3 years
  + Red Room: ages 3-4 years

**820 Fairview Avenue, Room 120**

* The former *Project Help Prep* program at the Fairview Center is now the **Yellow Room** for children ages 4 years to kindergarten.
* Full-day and half-day (mornings or afternoons) schedules are offered; the percentage in terms of children with some type of delay/eligible for a public school IEP (peers) and preschoolers who are developing typically or above (peer models) is approximately 50/50
* The hours are 7.30 to 4.30 Monday-Friday; instructional sessions are 8.30-11.00 and 1.00-3.30. Half-day sessions are 7.30 to 1.00 with lunch and naptime included or 1.00 to 5.00

There is a $50 registration fee that is required prior to enrollment; this may be paid when you are contacted about an opening and have accepted the “spot” for your child. The **Important Information** is attached on page 2 (following the Fee Schedule) so that you are aware of the progression for enrollment. If you have any questions, please contact us.

Save the completed document and email the file as an attachment to [acelearningcenter@mtsu.edu](mailto:acelearningcenter@mtsu.edu) or fax the completed form to 615-904-8212 or bring completed form to our Baird Lane Center: 206 N. Baird Lane.

**Registration Application for Enrollment**

1. Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s Birth Date: \_\_\_/\_\_\_\_/\_\_\_\_
2. Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Parents’ Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_\_ Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Phone: Home\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other(s)\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

6. Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Programs are available to children who are eligible for an Individualized Family Service Program (IFSP) or an Individualized Education Program (IEP) and for those who are not. **Please check one box below:**

⬜ My child is currently eligible for an IFSP or an IEP.

Please give a brief description of your child’s goals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

⬜ My child is not eligible for an IEP, but previously had an IFSP.

⬜ My child is typically developing.

9. Additional information about your child that you would like for us to know\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

10. Check your Enrollment Choice on the chart and indicate on # 11 below a preferred start-date for entry (beginning the program).

**Please Note: these choices/preferences are subject to availability.**

11. I would like to begin on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (Date of Requested Entry)

**The sessions and fee schedules: page 2.**

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| --- | --- | --- | --- | --- | --- |
| ***The Ann Campbell Early Learning Center***  ***ACE Learning Center*** | | | | | |
| **BAIRD LANE**  **GREEN 1-2 year olds**  **BLUE: 2-3 year olds**  **RED ROOMS: 3-4 year olds** | | | | | |
|  | | **Program   Times** | | **Monthly Rates** | **Please Check √**  **Scheduling**  **Preference** |
| **A. Full-Day/Full Time Programs** | | | | | |
|  | Monday—Friday | | 7.30-5.00 | $720 |  |
| **B. Part-Time Programs 2 or 3 Full Days** | | | | |  |
|  | Monday/Wednesday or Tuesday/Thursday | | 7.30-5.00 | $320 |  |
|  | Monday/Wednesday + Friday or Tuesday/Thursday + Friday | | 7.30-5.00 | $440 |  |
| **B. Half-Day Programs AM or PM** | | | | |  |
|  | Monday/Wednesday or Tuesday/Thursday | | 8.00-12.00  1.00-5.00 | $200 |  |
|  | Monday-Thursday | | 8.00-12.00 | $320 |  |
|  | Monday-Thursday | | 1.00-5.00 | $320 |  |
| **FAIRVIEW CENTER**  **YELLOW ROOM: 4 year olds to Kindergarten** | | | | | |
| **A. Full-Day/Full-Time Programs** | | | | | |
|  | **Monday—Friday** | | **7.30-5.00** | **$720** |  |
| **B. Part-Time Programs 2 or 3 Full Days** | | | | |  |
|  | Monday/Wednesday or Tuesday/Thursday | | 7.30-5.00 | $320 |  |
|  | Monday/Wednesday + Friday or Tuesday/Thursday + Friday | | 7.30-5.00 | $440 |  |
| **B. Half-Day Programs AM or PM** | | | | |  |
|  | Monday/Wednesday or Tuesday/Thursday | | 7.30-1.00  1.00-5.00 | $200 |  |
|  | Monday-Thursday | | 7.30-1.00 | $320 |  |
|  | Monday-Thursday | | 1.00-5.00 | $320 |  |

**Important Information**

**(This will again be provided with the notification of an opening and the acceptance of enrollment.)**

* Community center-based preschool programs in inclusive, natural-environment settings.
* Practical outcomes are developed for all ACE Learning Center children in a play-oriented atmosphere.
* All of the programs train MTSU and Motlow State students. We call these students “Big Friends” and they are a part of each classroom program. This allows for one-to-one assistance in numerous learning situations.
* Curriculums are based on the State of Tennessee *Standards for Infants and Toddlers*. Modifications are made for meeting individual needs.
* Thematic units change the learning focus each month.
* Learning centers promote individual discovery.
* Group circle times with singing and stories include sign language and a variety of visual aids.
* Each classroom program has both a touch screen computer and an IPad.

Visiting our web site www.mtsu.edu/acelearningcenter is highly recommended. The web site has descriptions of many of the functions of ACE Learning Center including pictures and brief explanations of what occurs in each classroom. There is also a Facebook page where you can find updated information in a social media-friendly format.

**The Progression of Placement and Enrollment*:***

When the Registration Application for Enrollment has been submitted, your child’s name will be placed on a Waiting List. You will be contacted when there is an opening in the class that is appropriate based on your child’s age.

Once you have received a telephone or email contact and have accepted the open “spot,” a time will be scheduled for you to complete the enrollment packet and review policies and procedures of the program**.** You also will have an opportunity to observe the classroom and meet your child’s teacher.

For children with an IFSP or an IEP, the teachers would appreciate any records or data collected from TEIS, the school district and/or classroom program. This can be faxed to 615.904.8212.

**We MUST have a Current Physical Examination Report/Medical Form** completed by your child’s doctor and a completed/signed copy of the current State of Tennessee Immunization Form. The medical information and all enrollment forms must be received and placed in ACE Learning Center’s records prior to your child’s first day. If you have any questions, please do not hesitate to contact us.