

## **How Do I Register My Child? What Is The Process?**

1. Fill out the registration form found on the webpage.
2. If you wish to enroll your child in both the three-year-old and four-year-old program, please check both boxes and write in the years of attendance for both classes.
3. Enclose a \$25.00 registration fee and proof of residency (ex. A copy of an old utility bill with parent's name and address). Please make checks payable to either Culpeper County High School or Eastern View High School, accordingly.
4. Mail it to:

School	Eastern View High School	OR	Culpeper County High
	Attention: Laura Butcher 16332 Cyclone Way Culpeper, Virginia 22701		Attention: Jennifer Mullen 14240 Achievement Drive Culpeper, Virginia 22701

4. After the registration is received and processed you will be mailed a letter of receipt. The letter will either inform you of acceptance or explain that you child is on the waiting list (we are on a first come, first serve basis).
5. Please be sure to add [jmullen@culpeperschools.org](mailto:jmullen@culpeperschools.org) (CCHS) or [lbutcher@culpeperschools.org](mailto:lbutcher@culpeperschools.org) (EVHS) to your email address book to ensure you receive any important emails from the preschool.

\*\*\* If you have any questions about registration, refer to the following information:

For information regarding the CCHS Program, contact Jennifer Mullen at [jmullen@culpeperschools.org](mailto:jmullen@culpeperschools.org) or at (540) 825-8310 ex. 6379.

For information regarding the EVHS Program, contact Laura Butcher at [lbutcher@culpeperschools.org](mailto:lbutcher@culpeperschools.org), (540) 825-0621 ex. 2217 (preschool) or ex. 2218 (classroom/voicemail).