



# PARK DISTRICT of OAK PARK

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November 2016

Dear 2016-2017 Clubhouse Parents/Guardians,

I wanted to take this opportunity to provide you with clubhouse registration information for the 2017-2018 school year. As a courtesy to our current clubhouse families, we will once again be offering priority registration this year. Priority registration will open to all current clubhouse families on **Monday, January 16<sup>th</sup> at 8:30 AM**. We will be accepting registration on a first come, first served basis. Priority Registration will close on **Thursday, February 2<sup>nd</sup> at 5:00 PM**. If you are interested in returning to the Clubhouse program next year, I would highly recommend taking advantage of this opportunity as spots do seem to fill up very quickly.

During the priority registration period you will be able to claim and hold your spot by making the \$50 non-refundable registration payment. On May 1, 2017 you will be billed for the first month's payment of \$325 for September attendance. If payment is not received by May 22, 2017 there is potential to lose your spot.

Online registration will be set up with a pre-requisite built in only allowing current clubhouse participants to register. If you have another child in your household who was not a clubhouse participant in 2016-2017 (for example: a younger sibling entering Kindergarten in 2017-2018) you may register them during the priority registration period. However, you will have to call customer service at (708) 725-2000 for assistance with this registration as they will have to manually override the prerequisite that is built in to our online registration system.

Registration will re-open to all Oak Park residents on **Saturday, February 4<sup>th</sup> at 8:30 AM**. At this point we will require the \$50 registration fee as well as the first month's payment for all registrations.

Below are the registration codes for each center. We will be offering Clubhouse at all six of our current locations as well as a new location at Austin Gardens. Please note that most locations are expected to fill up quickly and Carroll and Longfellow Center traditionally fill up the fastest.

- 563021-01: Carroll Center (Lincoln Students)
- 563021-02: Barrie Center (Irving Students)
- 563021-03 Longfellow Center (Longfellow Students)
- 563021-04: Stevenson Center (Beye Students)
- 563021-05: Fox Center (Lincoln Students) – Bussing Provided
- 563021-06: Fox Center (Longfellow Students)
- 563021-07: Andersen Center (Whittier Students)
- 563021-08: Andersen Center (Hatch Students)
- 563021-09: Austin Gardens Environmental Education Center (Holmes Students)

Please let me know if you have any questions.

Respectfully,

Mike Loszach  
Program Supervisor  
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