



DKH Academy

Good beginnings never end.

Dear Families,

Thank you for being part of the DKH Academy community. It is a joy to partner with families during these important years of growth and learning.

This application packet is for families enrolling children in our Early Elementary programs for the 2026–2027 school year. Early Elementary at DKH Academy includes Junior Kindergarten, Senior Kindergarten, First Grade, and Second Grade. Families enrolling children in Toddlers, 2 Year Olds, Preschool 3s or Pre-K 4s should complete the Preschool Registration packet.

DKH Academy is accredited by both NAEYC and Cognia. These accreditations reflect our commitment to strong teaching practices, thoughtful operations, and a high-quality experience for students and families across all grade levels. Our Early Elementary programs build on a foundation of play-based learning while introducing increased academic structure that encourages growth through critical thinking, independence, and responsibility with small class sizes and developmentally appropriate instruction.

As students move into Early Elementary, tuition reflects the expanded scope of the program. This includes increased instructional time, curriculum depth, staffing, and resources that support academic growth and independence. Tuition rates are reviewed carefully to remain competitive with other private schools in the Dallas–Fort Worth area while maintaining the quality and care families expect from DKH Academy. Rates are structured to provide a steady and predictable progression as students advance through each grade level.

Tuition for Early Elementary programs is billed evenly over 12 months, from June through May. This structure supports program continuity and consistency for students and teachers while helping families plan more predictably throughout the year. As part of this structure, first and last month tuition is no longer collected at enrollment.

Enrollment for returning families begins now. Enrollment for new DKH families opens February 2, 2026. Tuition and application fee details, along with a checklist of required items, are outlined in the following pages to guide you through enrollment.

We look forward to continuing this journey with your family.

Nancy Parra
Owner & Director
DKH Academy



Early Elementary Application Checklist

Items required for application review.

Required for all families

- ☐ Completed Early Elementary Application Form
- ☐ Signed Tuition & Payment Options Form
- ☐ \$250 non-refundable application fee
- ☐ Signed Financial Contract
- ☐ Parent or guardian signature on all required pages

Additional requirements for students new to DKH or not continuously enrolled

Applies to students who are new to DKH or returning after a break in enrollment.

- ☐ \$100 non-refundable testing fee submitted
- ☐ Prior school contact information submitted so DKH can request a brief recommendation directly.
- ☐ Developmental screener completed after application submission. DKH Admissions will contact families to schedule.
- ☐ Classroom Observation

Classroom Observation Day Selection for new-to-DKH students (choose one)

Observation days are group classroom visits. Individual testing sessions associated with the testing fee are scheduled separately after the application is submitted.

- ☐ Observation Day Option 1: **January 22, 4:00 - 5:00 PM**
- ☐ Observation Day Option 2: **February 19, 4:00 - 5:00 PM**

Extended Day programs (if applicable)

- ☐ Extended Day Program selection form
- ☐ Program fees submitted by June 1, if enrolling in Ready Readers or Spanish Immersion to hold spot
- ☐ Program fees submitted by September 1 for LEAP

Final Notes

- Placement is not secured until all required items and fees are received
- Applications are processed in the order they are received
- Incomplete packets may delay enrollment
- Families will be notified if additional information is needed
- All enrollment determinations will be communicated by February 27, 2026. Applications submitted after that date will receive a determination within 30 days.



Early Elementary Application

Student Information

Student's Name _____ Date of Birth _____ / _____ / _____

Address _____

City, State, Zip _____

Does your child have any allergies? ☐ Yes ☐ No If yes, please list: _____

Parent/Guardian Information

If you have multiple children enrolled, parent/guardian information only needs to be completed once.

Parent/Guardian, 1	Parent/Guardian, 2
Phone: _____	Phone: _____
Occupation: _____	Occupation: _____
E-Mail: _____	E-Mail: _____
Employer: _____	Employer: _____

Members of the household other than the parents:

Name: _____	Relationship: _____
Name: _____	Relationship: _____

Emergency Contact Information

Name: _____	
Phone: _____	Relationship: _____
Name: _____	
Phone: _____	Relationship: _____

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



Early Elementary Application

Family Involvement & Communication

Preferred communication method: ☐ Email ☐ Phone ☐ In-person

Are you interested in volunteering? ☐ Yes ☐ No

What role would you like to play in your child's educational journey?

Photo & Video Permission

Please note that photos may be shared privately with families through the classroom's internal communication platform (e.g. private Facebook group, ClassDojo, etc.). You can change this information at any time by contacting our front office.

☐ I give permission for my child to be photographed or recorded during school activities. These images may be used for DKH Academy's marketing materials (e.g., website, social media, newsletters).

☐ I do not give permission for my child's image to be used outside of internal classroom channels.

Texas Education Freedom Accounts

The Texas Education Freedom Account program provides state-funded education dollars directly to eligible families. These funds may be used toward private school tuition and certain education-related expenses. DKH Academy is eligible to receive funds through this program. Families who choose to apply will submit their application directly through the State of Texas. Award decisions, eligibility, and funding amounts are determined by the state and are not guaranteed. To learn more about eligibility, timelines, and the application process, please visit: educationfreedom.texas.gov

☐ We plan to apply for a Texas Education Freedom Account for the 2026–2027 school year.

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



2026-2027 Early Elementary Program Selection

Payment Timeline at a Glance

Tuition is billed evenly over 12 months, from June 1 through May 1. Tuition is nonrefundable once enrollment is accepted. Materials fees are billed separately as outlined below. To help families plan, below is a summary of when payments are due. Full details are outlined in the sections that follow.

Due with Application Submission

- \$250 non-refundable application fee (all families)
- \$100 non-refundable testing fee (new-to-DKH students only)

Due June 1, 2026

- First tuition payment
- Technology fee (Jr. Kindergarten, Senior Kindergarten, First Grade, and Second Grade only)
- First month payment for Ready Readers and/or Spanish Immersion , if enrolling, to hold placement

Due September 1, 2026

- LEAP program fees, if enrolling
- Materials Fee

Please Choose One.

Selection	Grade	Days	Time	Tuition (June-May)	Materials Fee (Sept. & Feb.)	Technology Fee (Annual)	Registration Fee (Annual)	Total
☐	Junior K	M-F	8:30am-1:00pm	\$645	\$200	\$100	\$250	\$8,490
☐	Senior K	M-F	8:00am-3:15pm	\$900	\$200	\$100	\$250	\$11,550
☐	1st Grade	M-F	8:00am-3:15pm	\$1,300	\$200	\$250	\$250	\$16,500
☐	2nd Grade	M-F	8:00am-3:15pm	\$1,300	\$200	\$250	\$250	\$16,500

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



Early Elementary Payment Selection

Tuition is billed evenly over 12 months, from June 1 through May 1. Materials and technology fees are billed separately as outlined below.

Payment Options

☐

Pay in Full (2% discount)

Families who pay the full tuition by June 1, 2026 will receive a 2% discount.

☐

Biannual Payments

Pay in two equal installments:

- Half due June 1, 2026
- Half due November 1, 2026

☐

Monthly Payment Plan

- 12 monthly payments (from June 1, 2026 through May 1, 2027)
- First tuition payment is due June 1, 2026

Payment Submission

☐

ACH Draft (Preferred)

For returning families, check here to authorize payment via ACH draft on file.

☐

Check enclosed

Please make checks payable to DKH Academy and submit to the front office with your application.

If paying by ACH, please complete the authorization below.

Authorization Agreement for Automatic Payments (ACH Debits)

For tuition and other approved charges.

School Name: DKH Academy

I authorize DKH Academy to initiate electronic debit entries for tuition and other approved charges from the bank account listed below. I also authorize adjustments for any debit entries processed in error.

Bank Name: _____

Account Holder Name: _____

Account Type: ☐ Checking ☐ Savings

Routing Number: _____

Account Number: _____

Authorization Terms

This authorization remains in effect until DKH Academy receives written notice of cancellation. Notice must be provided with sufficient time to allow DKH Academy to act on the request before the next scheduled draft.

I understand payments are processed according to the school's published tuition schedule and payment policies.

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



2026-2027 Financial Contract

This financial contract applies to the student(s) listed in the DKH Academy enrollment application for the 2026–2027 school year.

Student's Name: _____

Parent/Guardian's Name: _____

Tuition Terms

DKH Academy tuition is billed evenly over twelve months, from June 1 through May 1 of the school year. The first tuition payment is due on June 1. Families who pay the full year tuition by June 1 receive a two percent discount. A ten percent tuition reduction applies for a second and third child enrolled for the same school year.

Agreement of Terms

Please initial each item below to acknowledge agreement.

_____ I/we agree an enrollment fee of two hundred fifty dollars, due at the time of registration, is nonrefundable.

_____ I/we agree a fifteen dollar late fee will be applied if tuition payment is not received by the tenth of each month. Any special payment arrangements require prior approval from the office.

_____ I/we agree a late pickup charge of ten dollars applies after 1:15 or 3:30, based on the student's scheduled dismissal time. We understand unexpected circumstances may occur and agree to notify the office immediately if a delay arises.

_____ I/we agree to provide a thirty-day written notice for withdrawal from DKH Academy in order to avoid tuition charges beyond the student's final day of attendance.

_____ I/we agree tuition remains nonrefundable if school is closed due to a disaster or act of God, including but not limited to floods, hurricanes, or pandemics.

_____ I/we agree by signing this contract to follow all rules, policies, and procedures of DKH Academy as outlined in the Parent Handbook, available on the school website. These policies may be amended as needed. I/we further agree to pay all tuition and fees as described in this contract.

Acknowledgment

By signing below, I/we acknowledge and agree to all terms and conditions stated above.

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



2026-2027 Extended Day Program Registration

Student Information

Student's Name _____ Date of Birth _____ / _____ / _____

Extended Day Enrollment

Select any optional Extended Day programs below. Prices are per month. All programs run until 3:15 PM.

LEAP (Learning, Enrichment and Play)

DKH Academy's afternoon LEAP program is intended to further your child's overall development in the areas of cognitive, social, physical, and emotional growth. Organized games, learning centers, art projects, music, stories, and plenty of play will engage your child in a fun filled afternoon while offering you the convenience of extending your child's day in a quality early childhood program. If you choose to combine either of the below Academic Extended Day programs with LEAP, your tuition total will not exceed \$425. Drop-in rate for LEAP is \$30 per day and can be arranged ad-hoc with the front office. The first LEAP tuition payment is due September 1, 2026, and continues monthly through May.

☐

\$240, 2 days/week

☐

\$290, 3 days/week

☐

\$370, Monday-Friday

Spanish Immersion

The Spanish Immersion preschool program provides children ages 3 to 6 with the opportunity to begin learning a second language at an early age. Our interactive curriculum and hands on learning makes instilling a curiosity for the Spanish language easy and fun! Please note that all Spanish Immersion students must be potty trained. The first tuition payment is due June 1, 2026. Payments pause during the summer and resume monthly from September through April.

☐

\$265, Tuesday/Thursday

☐

\$315, M/W/F

☐

\$395, Monday-Friday

Ready Readers Academy

The Ready Readers Academy program is engaging and fun; utilizing multi-sensory teaching strategies for language-based learning. It incorporates all components of an effective reading program, including phonemic awareness, phonics, vocabulary development, fluency, and comprehension strategies. This program is for Pre-K 4's and Jr. Kindergarten students only, and is offered M / W / F until 3:15pm. The first tuition payment is due June 1, 2026. Payments pause during the summer and resume monthly from September through April.

☐

\$315, M/W/F

Parent/Guardian Signature _____

Date _____

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



Early Elementary, New Family Recommendation Form

Reference Contact (New Families Only)

As part of our admissions process for new families, we request a recommendation form from your child's former teacher, or administrator. We will email them a short form to complete.

Please provide their contact information below:

Recommender Information

School Name: _____

Reference Name: _____

Relationship to Student: _____

E-Mail _____

Phone: _____

We will send the recommendation form directly to this person.



2026-2027 Early Elementary Tuition Addendum

Families Enrolling after June 30, 2026

The tuition amounts listed in the Early Elementary Program Selection form represent the annual cost of attendance for the 2026-2027 school year. Families enrolling after the June 30 tuition start date will have their tuition divided into nine equal monthly payments rather than twelve monthly payments.

Annual tuition and fees remain unchanged. Monthly tuition payments are higher because tuition is divided into 9 installments rather than 12 installments.

Materials fees, technology fees, registration fees, LEAP fees, Ready Readers fees, Spanish Immersion fees, and all other enrollment policies remain unchanged.

First tuition is due upon enrollment, which will be applied as your May 2027 payment. This payment is non-refundable.

Please Choose One.

Selection	Grade	Days	Time	Tuition (Sept.-May)	Materials Fee (Sept. & Feb.)	Technology Fee (Annual)	Registration Fee (Annual)	Total
☐	Junior K	M-F	8:30am-1:00pm	\$860.00	\$200	\$100	\$250	\$8,490
☐	Senior K	M-F	8:00am-3:15pm	1,200.00	\$200	\$100	\$250	\$11,550
☐	1st Grade	M-F	8:00am-3:15pm	\$1,733.33	\$200	\$250	\$250	\$16,500
☐	2nd Grade	M-F	8:00am-3:15pm	\$1,733.33	\$200	\$250	\$250	\$16,500

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.



Early Elementary Payment Selection Addendum

For families enrolling after June 30, 2026. Annual tuition and fees remain unchanged. Monthly tuition payments will be divided into nine installments rather than twelve installments.

Payment Options

☐

Pay in Full (2% discount)

Families who pay the full tuition prior to September 1, 2026 will receive a 2% discount

☐

Biannual Payments

Pay in two equal installments:

- Half due September 1, 2026
- Half due January 1, 2027

☐

Monthly Payment Plan

- First payment is due upon time of enrollment
- Monthly payments resume September-April

Payment Submission

☐

ACH Draft (Preferred)

For returning families, check here to authorize payment via ACH draft on file.

☐

Check enclosed

Please make checks payable to DKH Academy and submit to the front office with your application.

If paying by ACH, please complete the authorization below.

Authorization Agreement for Automatic Payments (ACH Debits)

For tuition and other approved charges.

School Name: DKH Academy

I authorize DKH Academy to initiate electronic debit entries for tuition and other approved charges from the bank account listed below. I also authorize adjustments for any debit entries processed in error.

Bank Name: _____

Account Holder Name: _____

Account Type: ☐ Checking ☐ Savings

Routing Number: _____

Account Number: _____

Authorization Terms

This authorization remains in effect until DKH Academy receives written notice of cancellation. Notice must be provided with sufficient time to allow DKH Academy to act on the request before the next scheduled draft. I understand payments are processed according to the school's published tuition schedule and payment policies. This addendum supersedes the payment schedule outlined in the Early Elementary Payment Selection form for students enrolling under this addendum. All other payment policies remain unchanged.

Parent/Guardian Signature

Date

Please submit this registration form to the DKH front office. Payment must be submitted upon registration.