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|--------------------------|
| Application Date _____ |
| Time _____ |
| Reg Fee & Dep Paid _____ |
| Entry Date _____ |

OfficeUse Only

2011 Registration Form

Name _____ Nickname _____

Home Address _____ City _____ Zip _____

Date of Birth _____ Boy _____ Girl _____ Phone _____

Mother's Name _____ Occupation _____

Employer and Address _____ Phone _____

Father's Name _____ Occupation _____

Employer and Address _____ Phone _____

Parents e-mail _____ Mother's Cell Phone _____ Father's Cell _____

Names and Birth dates of Siblings _____

Last school child attended _____

Does your child have any special problems or fears? _____

Does your child have any medical problems? _____

What method of behavior control is used at home? _____

How would you describe your child's personality? _____

Does your child have any serious allergies? _____

2011/2012 SCHOOL YEAR SCHEDULE

August 22nd 2011 - June 15th 2012

Preschool (2,3, and 4 year olds) Jr. Kindergarten/Kindergarten

(choose 2 or more days)
(MUST Choose All 5 Days)

| | | | | | | | |
|------------|--------------|---|---|---|----|---|--------------|
| Preschool | (8:30-12:30) | M | T | W | Th | F | 2 or 3 Days* |
| School Day | (9:00-3:00) | M | T | W | Th | F | All 5 Days |
| Full Day | (7:00-6:00) | M | T | W | Th | F | All 5 Days |

*All 3-day 8:30 - 12:30 schedules must include a Monday or a Friday

2011 Summer Program

___ Session #1 (June 20th - July 15th) A \$75.00 non-refundable tuition prepayment is required*

___ Session #2 (July 18th - Aug 12th) A \$75.00 non-refundable tuition prepayment is required*

___ Continuing Full Day Student A \$150.00 non-refundable tuition prepayment is required*

*due at time of enrollment (No refunds are given on Summer session tuition, registration fees, or tuition prepayments)

| | | | | | | |
|------------|--------------|---|---|---|----|---|
| Preschool | (8:30-12:30) | M | T | W | Th | F |
| School Day | (9:00-3:00) | M | T | W | Th | F |
| Full Day | (7:00-6:00) | M | T | W | Th | F |

Important Policies:

A Non Refundable Annual Registration Fee is required. (\$100.00 for one child, \$150.00 for two)

A tuition prepayment equal to one-half of your monthly tuition is due at the time of enrollment. This amount confirms your child's enrollment, is applied to the last two weeks of the fall term ending June 15th, 2012 and is not refundable.

Parents of children holding a confirmed space in a Fall class that do not attend until later in the term are still responsible for tuition from the beginning of September.

Full Day tuition includes all days that our school is open. Children on all other schedules must pay extra to attend on the "Day Care Only" days that occur when local public schools are closed.

Your monthly tuition has been calculated to account for the variation in actual school days per month caused by holidays and "Day Care Only" days.

Prepayments apply only to the session in which the child is enrolled and may not be applied elsewhere.

There is a \$50 fee for failure to sign a child in or out legibly and correctly as required by Community Care Licensing.

I have received a copy of the Acorn Policy Summary sheet and agree to abide by those policies

Initialed _____

I have read the above policies and agree to abide by them

Signed _____



POLICY SUMMARY

TUITION

- * Tuition is billed monthly at the first of each month and is due on the first of the month.
- * A seven (7) day grace period shall be allowed for payment, after which the account shall be considered delinquent. There is a \$10 late fee assessed for delinquent accounts on the 8th of the month and an additional \$10 late fee assessed weekly thereafter on the 15th, 22nd and 29th of the month.
- * Accounts 30 days past due must be brought current for a child to continue attending the school.
- * Tuition is billed monthly in advance. Extended care is billed for the month just completed.
- * Enrollment is for the ten month school year. Summer registration is held each February.
- * Returned checks are subject to a \$40 service charge plus applicable late fees. After three (3) returned checks, only payment by Cashiers Check, Money Order or cash will be accepted.
- * All schedule changes that reduce the number of days or hours per week will only become effective on the first of the month. Schedule changes will become effective the first of the month following a 15 day written notice. There is no charge for the first schedule change. A \$50 fee will be charged for any subsequent schedule changes resulting in a reduction of days or hours.

PREPAYMENTS AND DISCOUNTS

- * If a family enrolls more than one child, the less expensive tuition is discounted by 10%.
- * A ***non-refundable*** registration fee is due at the time of enrollment and annually thereafter.
- * A ***tuition prepayment*** for the last two weeks of the Acorn Fall term (June 2011) is due at the time of enrollment. This amount is equal to a half month's tuition. It is not refundable in part or in full nor is it transferable to any other time of the year. ***Should your child withdraw prior to the end of the Acorn term this prepayment is forfeited.***
- * By changing your child's schedule (reducing days and/or hours) you will forfeit part of your prepayment.

WITHDRAWAL

- * If you need to withdraw your child from school you must give a two week written notice in advance or pay for two weeks tuition. Children who are withdrawn from Acorn cannot be re-enrolled in less than 90 days from their last day of attendance.