



ENROLLMENT FORM

2019-2020

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**Resurrection Lutheran School
and Child Care**

• **Section 1: Child Information**

Child's Name: _____ / _____
Last Name First Name MI Preferred Nickname

Date of Birth: _____ Gender ___M ___F

Home Address: _____
Street

City State Zip Code

Child's Home Telephone Number: _____

• **Section 2: Family Information**

Parent/Guardian Name: _____
First Name MI Last Name

Occupation and place of employment: _____

Telephone: _____ / _____ / _____
Home Work Cell

Email address: _____

Parent/Guardian Name: _____
First Name MI Last Name

Occupation and place of employment: _____

Telephone: _____ / _____ / _____
Home Work Cell

Email address: _____

ENROLLMENT FORM

Immediate Family Members:

Name:	Relationship to Child	Living with child?	
		Yes	No

If there are additional family members, please list them on a separate sheet of paper.

Family Church: _____

• Section 3: Child's Personal History

Has your child had a previous school or child care experience? _____ Yes _____ No

If yes where and when? _____

Does your child have any allergies? _____ Yes _____ No

If yes, please describe/list: _____

Are there any medical problems the child care staff needs to be made aware of?

What words does your child use for toileting? _____

Does your child have any bowel or bladder irregularities? _____ Yes _____ No

If yes, please describe: _____

ENROLLMENT FORM

Are there any special food or meal instructions? _____ Yes _____ No

If yes, please describe:

Are there any special sleeping/napping instructions? _____ Yes _____ No

If yes, please describe: _____

What is your child's concept of God? _____

Please include any additional information such as special accommodations needed, discipline, communication, comforting, etc. that will assist our staff in caring for your child:

Drop off Time: _____ Who will usually drop off your child? _____

Pick up Time: _____ Who will usually pick up your child? _____

THE FINANCIAL AGREEMENT FORM ON THE BACK MUST BE COMPLETED AND SIGNED. A NEW AGREEMENT WILL NEED TO BE COMPLETED, IF ANY OF THE FINANCIAL DATA CHANGES.

FOR OFFICE USE ONLY			
Birth Date	Birth Certificate		Verified by:
	State	Number	

ENROLLMENT FORM

Resurrection Lutheran School and Child Care

Enrollment Worksheet & Financial Agreement for All Students
Legal and binding contract between Parents/Guardian and RLS

Registration Fee (Non-refundable): \$ _____ Date paid: _____

Program enrolled: _____
Child's name _____ Program _____

Annual Tuition: \$ _____ Monthly Tuition: \$ _____

Attending Childcare: Yes No Before Care After Care Both Monthly Fee:
\$ _____

Other fees: T-shirt size: YXS YS YM YL \$12

Payment Plan: (circle one) 10 month (1st of the month) 12 month (1st of the month) or Pay in Full

Receive a 10% discount on tuition when tuition is paid in full for the school year by September 1st
**** (POSTDATED CHECKS WILL NOT QUALIFY FOR THE 10% DISCOUNT)**

Amount Due for 2019-2020 School Year:

Other Fees (t-shirt):\$ _____ Student Monthly Tuition Fees: \$ _____
Before/After Child Care: \$ _____
Total Monthly Fees Due: \$ _____

Financial Agreement

I understand and agree to the following:

The Registration Fee is **non-refundable**.

- No credit will be given for vacation taken during the school year.
- **PAYMENT IS DUE ON THE FIRST WORKDAY OF THE MONTH**
- The first month's tuition **must** be paid prior to my child(ren) entering the school and child care and is **non-refundable**.
- A \$35 bookkeeping fee will be charged for returned checks.
- A \$35 late fee will be assessed for payments received after the 5th of the month.
- If my monthly payment is not paid by the 20th of the month, I understand that my child(ren) may be suspended from school until my account is current.
- I understand that my account will be sent to a collection agency if I fail to pay all tuition & fees due the school. I understand that I am responsible for all reasonable legal and/or collection fees.
- No records will be released until payments are current and up-to-date.
- I have read and understand the financial policy as outlined in the RLS Handbook.

Parent/Guardian Printed

Parent/Guardian Signature

Date