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ST. MARY'S ARMENIAN APOSTOLIC CHURCH
VAHAN & ANOUSH CHAMLIAN ARMENIAN SCHOOL

4444 Lowell Avenue, Glendale, California 91214 Tel: (818) 957-3398 Fax: (818) 957-1827

January 24, 2019

**2019-2020 SCHOOL YEAR
REGISTRATION INFORMATION
(FOR KINDERGARTEN & FIRST GRADE)**

Dear Parent(s),

On behalf of the administration, faculty and staff, we welcome you to Chamlian Armenian School. We are confident your child will thrive at our Chamlian, which has been an integral part of the community for over four decades, as an exemplary school serving grades K-8.

The 2019-2020 registration for Kindergarten and First Grade students of Vahan and Anoush Chamlian Armenian School will begin Monday, January 28, 2019, and will end on Wednesday, February 6, 2019.

After the deadline acceptance can't be guaranteed. Enrollment will depend on availability.

To begin the registration process, click on the link below:

<https://chamlian.crenroll.studentinformation.systems/ParentPortal/Pages/LogIn.aspx>

Once the registration application is filled out, birth certificate and immunization forms uploaded, be sure to click **submit to complete the online portion of the registration process.**

REGISTRATION REQUIREMENTS:

Please note the following important information:

1. Registration Fee

The registration fee is **\$875**, which includes emergency preparedness, facilities, science lab, library as well as technology usage fees, and the \$100 to the Prelacy Schools Board of Regents.

The registration fee must be turned into the office within 2 business days by either mailing or personally dropping it off at school: 4444 Lowell Ave., Glendale, CA 91214.

or

You may also call the school accounting office at 818-957-3398 x 128 to make a credit card payment with a 2.3% merchant fee.

Please note that your child's registration is not complete until the fee has been submitted. Registration will be canceled if the check is returned unpaid by the bank.

The registration fee is non refundable.

2. **Immunization**

Parents are required to upload proof of immunization when enrolling their child at Chamlian Armenian School. As per the new California School Immunization Law (SB277), parents or guardians of students in any school or child-care facility, whether public or private, will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine.

3. **Birth Certificate**

Parents are required to upload a copy of the birth certificate when enrolling their child at Chamlian Armenian School.

• **Tuition**

Tuition is:

Kindergarten: **\$895** (includes Breakfast, lunch and afternoon snack)

First Grade: **\$785**

(\$250.00 discount for the third child per year).

Tuition payment is due on or before the 7th of each month for 10 months.

• **Text Books**

Information on purchasing the textbooks will be provided by mid July. Additional information may be obtained by visiting our website www.chamlian.org.

• **School Operating Hours**

Chamlian school hours are 7:40 a.m. to 4:00 p.m. Monday through Friday. Supervision is available from 4:00 - 5:30 p.m. for a fee of **\$10** per hour.

The bell schedule for academic instruction for Kindergarten and First Grade is 8:25 a.m. - 2:50 p.m.

• **Classroom material fund**

The classroom material fund is \$85 per student which will be billed at the beginning of the academic year.

• **Parent Involvement Program (PIP)**

The Parent Involvement Program was established to further strengthen the parent-student-school connection through participation in various events and activities throughout the academic year. Each family is required to complete 40 service hours from beginning of the academic year in August through the end of the month of May. Any unfulfilled service hours will be billed at \$10.00 per hour and will be added to the June statement.

• **Scrip Program**

The Scrip Program was established to provide an opportunity for parents to earn tuition credit through purchasing gift cards from various retailers participating in the program. For additional information on the Scrip Program, please visit our website www.chamlian.org.

The following are the key provisions of the program:

- A deposit* of \$200 (per family) is collected at the beginning of the year.
- A percentage of eligible purchases are credited back to your account throughout the year.
- Credits beyond the \$200 deposit will be allocated towards tuition.

* The \$200 deposit is non-refundable.

- **School-Home Communication**

It is imperative for the school to have your current e-mail address on file. All school-home communication will be conducted via E-mail.

- **More information**

Additional information for the 2019-2020 year, including the academic calendar, will be e-mailed to you and posted by mid July.

**Thank you,
School Administration**