

Dobson Academy Preschool and Kindergarten Prep Enrollment Forms 2019-2020

Student's Name: _____ Nickname: _____

Male / Female Date of Birth: _____ **Preschool:** Age as of 8/02/19: _____

Kinder Prep: Age as of 9/01/19: _____

Parent/Guardian Information

Parent/Guardians Name: _____ Phone: _____ Phone: _____
Primary Hm/Cell/Wk Secondary Hm/Cell/Wk

Email: _____

Parent/Guardians Name: _____ Phone: _____ Phone: _____
Primary Hm/Cell/Wk Secondary Hm/Cell/Wk

Email: _____

Pricing

Registration \$50 (Non-refundable)

Please initial next to the Kinder Prep program for which you are enrolling:

_____ Preschool (**3 year old**), 5 days/week (M-F 8:00am-3:00pm) \$585 a month

_____ Preschool (**3 year old**), 3 days/week (M/W/F 8:00am-3:00pm) \$480 a month

_____ Kindergarten Prep (**4 year old**), 5 days/week (M-F 8:00am-3:00pm) \$585 a month

Parent/Guardian's Signature: _____ Date: _____

-----**Office Use Only**-----

Date Enrolled _____ Registration Paid _____ Form of Payment _____ B/A care needed _____

- Enrollment Packet/Questionnaire Birth Certificate Immunizations

Dobson Academy Preschool and Kindergarten Prep Financial Agreement

Your monthly tuition payment will be: \$_____, with the first payment due July 15, 2019. Payments are due on the 15th of the month in advance unless the 15th falls on a weekend or holiday (i.e.: pay August 15th for September, pay September 16th for the month of October). The last payment will be made on April 15, 2020 (for May's tuition). If payment is not received by the due date each month a \$25.00 late fee will be added to your account.

Pick up time is 3:00pm. Any student who is not picked up by 3:10pm will be signed in to the aftercare program and charged accordingly.

An annual registration fee of \$50.00 is due upon enrollment. All fees are non-refundable.

We do not "pro-rate," or offer refunds or credits for days your child is absent for any reason. Monthly tuition is calculated based on a 10 month program and divided into 10 equal payments. Dobson Academy Preschool and Kindergarten Prep requires a two-week written notice for any changes made to the agreement including changes to childcare needs or withdrawal from program.

Under certain circumstances, it may be necessary for the Principal or Director to discontinue a child's enrollment. Such a decision would be based on the best interest of the child, the other children in the program and the overall operation of the program.

Such circumstances which may warrant termination may be one of the following:

- Non-payment of tuition
- Abuse of children, staff or school property
- Disruptive and/or dangerous behavior
- The program's inability to meet the child's needs.
- Multiple violations of Dobson Academy
Preschool/Kindergarten Prep policies

I, the parent of _____, have read and agree to the above Financial Agreement which shall become part of my commitment to the program. I fully understand this obligation and the reasons for its implementation.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Printed Name: _____

Child Sign-in/Sign-out Authorization

We are licensed by the State of Arizona Department of Health Services Childcare Licensing Department and it is **mandatory** that students are signed in and out each day by an approved adult to the Preschool and Kinder Prep program.

By signing this agreement, you and all authorized persons agree to sign your child in and out of Dobson Academy Preschool and Kinder Prep each day he or she is in attendance.

Immunization Information

Please provide your child's most current immunization record. Information must include the facility name, doctor's name and telephone number.

Photography Release

Please initial the appropriate statement:

_____ I give permission for my child's name and/or picture to be printed or published in any/all formats such as newsletters, honor rolls, award announcements, concert programs, yearbooks, press releases, media/social media productions, school website articles and other such publications.

_____ **I do not** give permission for my child's name and/or picture to be published.

Enrollment Eligibility

Preschool:

_____ I understand that my child must be 3 years of age by August 2nd, 2019 and **MUST** be completely toilet trained to enroll. If my child has frequent potty accidents (more than once a week), then my child will not be able to attend.

_____ **I understand that my child is not eligible for early Kindergarten entry for the 2020-2021 school year.**

Kindergarten Prep:

_____ I understand that my child must be 4 years of age by September 1st, 2019 and **MUST** be completely toilet trained to enroll. If my child has frequent potty accidents (more than once a week), then my child will not be able to attend.

_____ I understand that my child is eligible for Kindergarten enrollment for the 2020-2021 school year as long as they are 5 by September 1st, 2020.

Personal Property Disclaimer

Students may not bring any personal items, such as games, electronics or toys to Dobson Academy Kinder Prep. Any items brought will be collected and returned to the parent at pickup. We are not responsible for any lost, broken or stolen items. Students may only bring a blanket and/or stuffed animal for rest time.

Handbook

I have read the Preschool/Kindergarten Prep Handbook and agree to support the school and abide by the expectations and procedures as indicated in the Preschool/Kindergarten Prep Handbook and in supplemental addendums shared with parents as needed.

By signing below, you understand and agree to the Child Sign-in/Sign-out Authorization, Immunization Information, Photography Release, Personal Property Disclaimer, enrollment eligibility and all policies and procedures in the Preschool/Kindergarten Prep Handbook.

Name of Student: _____ Relationship to Student: _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Printed Name: _____