

American Legacy Academy

Kinder Prep Application
2010-2011 School Year
Tues/Thurs 9a.m.-1:30p.m.

Cost: \$50.00 Application Fee
\$145.00 per month (9 months)-1st payment due at time of Acceptance
\$100.00 Supply Fee

Date of Application _____
Home Telephone Number (____) _____

Student Information

Students Name: _____ Birth Date: _____

Please circle one: Male/Female

Nationality: _____ Email Address: _____

Address: _____
City Zip

Mothers Name: _____ Cell Number: _____

Fathers Name: _____ Cell Number: _____

Emergency Information

In an emergency, parents will be contacted for immediate consultation. The school will contact the following person(s) if you cannot be reached, please include cell phone numbers. In the event of an extreme emergency, the school will call paramedics if we deem it necessary.

Name	Relationship	Address	Home Phone	Wk./Cell Phone

Family Physician _____ Phone _____

Family Dentist _____ Phone _____

If your family physician or dentist is not available, may we call another? _____

We currently carry Medical and Health Insurance with:

Insurance Carrier _____ I.D. Number _____ Group Number _____ Dental Code _____

_____ We currently do not carry Medical and Health insurance for our child/ren, but we understand that we are responsible for any medical/dental costs for our child/ren.

Medical Insurance and Release Form: We agree to be personally responsible for all medical costs that our child/ren may incur due to accidents during school time, whether in the classroom, during a school activity or on the school grounds.

Parent Signature _____ Date _____

Uniforms are required. Please see the Dress Code section for details.

Family Information:

How many Siblings:

What place are they in the family:

How long have you lived here:

Where are you from:

Child

Likes:

Dislikes:

Talents:

Allergies or special needs:

Academic

Previous Preschool:

How well do they write their name:

Have them write their name here, if they can.

How well do they count:

Adding/Subtracting:

Reading ability:

What can they do on their own:

- Zip
- Button
- Tie shoes

Do they enjoy singing:

Are they willing to say prayers in class:

Tuition & Fee Schedule

2010-2011

Kindergarten Prep

Tuition	\$1,305.00	\$145.00 per month
Registration Fee	\$50.00	<u>(9 months) + Fees</u>
Supply Fee	\$100.00	
Total:	\$1,455.00	

Other Miscellaneous Fees:

Riggs Phonogram Cards for K-3 rd (1 box per family)	\$25.00
Damaged/Lost Material/Books	\$ determined by principal.
Late Tuition Payment (after the 5 th)	\$25.00
Returned Check Fee	\$30.00
Special Needs and/or tutoring Fee	\$15.00 per hour in addition to tuition
Late fee pick-up (after 3 p.m./2:00 for pre-school)	\$10.00 every 15 minutes
Missing Lunch Fee	\$5.00
Missing Snack Fee	\$1.50
Other activity fees may be requested by teacher throughout the school year.	

Terms and Conditions

1. The registration fee, supply fees and first monthly tuition payments are non-refundable. If the first monthly payment is not received, the student will be removed from the class list and enrollment process.
2. You must notify the school at least 30 days prior to withdrawal.
3. Tuition is due on the 1st of each month and a late fee of \$25.00 will apply after the 5th (unless other arrangements are made). Direct bill payment is available for your convenience.
4. No monthly billing is sent out unless the account is past due.
5. An additional \$50 (for a total of \$75.00) will be added to your account if tuition is not paid by the last day of the month, unless other arrangements have been made with the Director.
6. A \$30 fee will be charged for all non-sufficient withdrawals or returned checks. If an account is sent to collections, all attorneys' fees, court costs, filing fees, and all collection costs, up to 50% of amount owing, may be assessed by any collection agency retained to pursue the matter and are your responsibility. An interest rate of 18% will be charged on your account.
7. After the second returned check or non-sufficient withdrawal, the remaining payments must be made by cashier's check or money order. American Legacy Academy has a "no cash" policy.
8. If an account becomes delinquent by two months, student enrolment will be terminated (unless immediate arrangements are made with the Director).
9. Tuition for a partial month will not be refunded.
10. Prorated tuition applies only to families that enroll partway through the academic year.
11. Report cards are not distributed and student records will not be transferred if an account is not paid in full by the last day of school (May), or if school property has not been returned.
12. Previous accounts must be paid in full before returning students will be admitted for the current year.
13. Parent/Guardian agrees to pay these fees with the June payment or at time of acceptance to American Legacy Academy (if entering mid-year).

Tuition for the current year will be paid in the following manner:

- 9 month Kinder Prep (September payment due at time of registration)

If you have any further questions regarding tuition and fees, or payments, please feel free to contact the Director or Business Administrator. We/I agree to the above terms and conditions, tuition and fees.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Parental Authorizations

PUBLISHING RELEASE

During the year, photo opportunities for students often arise. Teachers may want to display student work in newspapers, TV or on the Internet. Please check the appropriate box to indicate whether your student may participate in coverage that may identify your child/ren by photograph and/or name. Personal contact information of students will not be made publicly available.

Yes/No My child's/ren's photograph, name and/or project may be published.

FIELD TRIP PERMISSION SLIP

During the school year, there are times when our instructional programs need to be taken out of the classroom and into the community. Rather than asking for your permission to transport your child/ren on each occasion, your signature below indicates approval to take your child/ren on field trip programs during the school year. Prior to each specific field trip, you will receive notification of the details of that trip so that you may have the opportunity to withdraw your permission for that specific trip if you so choose.

Yes/No I grant permission for my child/ren to be transported by assigned parents on all field trips.

SCHOOL DIRECTORY

A school directory that includes personal contact information of parents and students is compiled for American Legacy Academy purposes only.

I agree to let my name, number, and e-mail address be printed in the school directory. Yes/No

If no, I agree to let my name, number, and e-mail address be given to the teacher, room assistants and Parent Organization. Yes/No

All personal contact information, including e-mail addresses, will only be used to convey school information to parents and will not be provided to third parties unless required by law.

STUDENT DRESS CODE:

We/I agree to follow the Dress Code as outlined below: Date: _____

Parent Signature: _____ Parent Signature: _____

Student Signature: _____ Student Signature: _____