

Family Record

Name of Child's Father _____
Last First Middle

Name of Child's Mother _____
Last First Middle

Living with both parents Yes _____ No _____ If no, with whom _____

Name of person who will make payment,
if different from parents' names _____

Father's Occupation _____

Employer _____

Address _____ Phone # _____

Mother's Occupation _____

Employer _____

Address _____ Phone # _____

Brothers and Sisters

<u>Name</u>	<u>age</u>	<u>Grade in School</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Church Affiliation: _____

Child's Doctor **NAME** **ADDRESS** **PHONE #**

In considering enrollment of your child, what aspects of our school appeal to you most?

Return completed application, immunization record, birth certificate and fees to the Church Office. Our FAX # (732) 462-9320 in case your doctor's office would like to fax your child's immunization information to our office.

The School/Building is "nut free". Please check the ingredients on all snacks carefully. Any item that may contain a trace of peanuts or tree nuts (manufactured or processed in a plant that contains nuts) is not allowed.

Hope Christian School does not discriminate against applicants and students on the basis of race, color, and national or ethnic origin.

Requests for a specific class or teacher may not be able to be honored.

It is understood that the child is enrolled for the entire school year and that this charge is due and payable in full at the time of acceptance of child for enrollment.

The **Annual payments** are broken into **ten equal increments** – you have paid the **1st increment** with this application. **The remaining nine increments are due on the 15th of each month September-May.**

<u>Annual Fee</u>	<u>However</u> , as a matter of convenience, the tuition may be broken down into <u>ten equal payments</u> of:
\$4,400.00 for Kindergarten – five full-day sessions	\$440.00 for Kindergarten – five full day
\$5,400.00 for the five-day, full-day sessions	\$540.00 for the five full day
\$4,800.00 for the three-day, full-day sessions	\$480.00 for the three full day
\$3,900.00 for the five-day, half-day sessions	\$390.00 for the five half day
\$2,900.00 for the two-day, full-day sessions	\$290.00 for the two full day
\$2,600.00 for the three-day, half-day sessions	\$260.00 for the three half day
\$2,100.00 for the two-day, half-day sessions	\$210.00 for the two half day

Tuition payments must be kept current. Failure to do this could jeopardize the child’s continued enrollment and/or acceptance of future applications.

There are no refunds made in case of enforced or voluntary withdrawal from the school.

Enclosed is a **non-refundable registration fee** of \$35.00, per year, payable to **HOPE LUTHERAN CHURCH**. This registration fee **plus the 1st increment** must accompany all applications. The second registration fee is waived if more than one child is enrolled.

*(The 1st increment payment is not refundable after July 1st, 2019.)
(If child is enrolled after July 1st, the 1st increment is not refundable.)*

Automatic Payment is the preferred method of payment.

If you are paying by check, **please make ALL checks payable to HOPE LUTHERAN CHURCH and PLEASE put child’s name and session on the check.**

Please return all items enclosed with this application.

Auto Deduction Program

Under this program, you would authorize Hope Lutheran Church to automatically withdraw tuition payments from your account, which will remain in effect until you give advance notification to terminate the authorization. An enrollment form is included in this packet.

Do you have any special gifts or talents that you would like to share with the school? _____

SIGNATURE REQUIRED OF PARENT OR GUARDIAN _____

DATE _____

The school reserves the right to cancel any session due to insufficient enrollment. You will be notified if the session you choose is cancelled and will let you know if your child is placed in another class if accommodations are available.

Hope Christian Preschool Offers:

**Before and After Care Available Monday thru Friday – 7:30 AM – 9:00 AM
and 3:00 PM – 5:30 PM**

Mommy & Me Program

\$100.00 per 10-week sessions (\$10.00 per session) _____

**School hours of operation: 9 AM to 3 PM
offering full 9 to 3 or half day 9 to 11:30 or 12:30 to 3**

2-2 ½ year old Program

Please indicate 1st and 2nd choice of classes, (your first choice may not be available)

CHILD'S NAME _____	Choice 1 st , 2 nd _____
Mon thru Fri full-day _____ half-day _____	_____
Mon, Wed, Fri. full-day _____ half-day _____	_____
Tues, Thurs full-day _____ half-day _____	_____

3 year old Program

Please indicate 1st and 2nd choice of classes, (your first choice may not be available).

CHILD'S NAME _____	Choice 1 st , 2 nd _____
Mon thru Fri full-day _____ half-day _____	_____
Mon, Wed, Fri full-day _____ half-day _____	_____
Tues, Thurs full-day _____ half-day _____	_____

Please let us know if you would like afternoons only!

4 year old Program

Please indicate 1st and 2nd choice of classes, (your first choice may not be available).

CHILD'S NAME _____	Choice 1 st , 2 nd _____
Mon thru Fri full-day _____ half-day _____	_____
Mon, Wed, Fri full-day _____ half-day _____	_____

Kindergarten – 5 year old Full-Day Program

CHILD'S NAME _____

Mon thru Fri full-day _____ 9:00 AM – 3:00 PM _____

Electives – Full-Day students receive all electives

Lunch Bunch Program for all ages Monday thru Friday - 11:30 – 12:30

Spanish – Library – Sports/Gym – Kids Cooking Creations

Phonics

Applications are processed in the order in which they are received.

**HOPE CHRISTIAN SCHOOL
INFORMATION**

**Hope Lutheran Church, 211 Elton-Adelphia Road, Freehold, N J 07728
732-462-7545**

Thank you for choosing Hope Christian School!!!

PLEASE make sure that these items are attached to the application at the time you submit the application. Applications will not be accepted if these items are not provided.

Which means that the following **must** accompany the application:

- _____ **\$35.00 Registration Fee**
- _____ **Tuition – 1st Increment (non-refundable after July 1, 2019)**
- _____ **Immunization Record - SIGNED by child’s physician**
Not needed if currently enrolled
- _____ **Photo Copy Birth Certificate - Not needed if currently enrolled**
- _____ **Emergency Information Card (required & return with Application)**
- _____ **Automatic Deduction Application (Preferred method of payment)**

PLEASE INITIAL THAT YOU HAVE READ THE FOLLOWING ENCLOSED ITEMS

- _____ **Child Release Policy**
- _____ **Illness Policy**
- _____ **Expulsion Policy**
- _____ **Discipline Policy**
- _____ **Social Media Policy**
- _____ **Media Form**

_____ Department of Children & Families Office of Licensing
(Signature required) Information to Parents Letter

Please initial and sign where required and return in the blue folder along with your application

Returning Students:

Being currently enrolled does not automatically place you – everyone needs to complete a new yearly application.

If you wish to enroll your child for the fall, **please** return the enclosed application **as soon as possible**. Applications are processed on a first come first serve basis. In- house enrollment begins January 7-January 18. We will open enrollment to the public on January 22.

Applications will be processed in the order in which they are received.

Please keep in mind, classes fill up quickly.

POLICIES

PLEASE KEEP FOR YOUR RECORDS

School hours of Operation: 9:00 a.m. to 3:00 p.m.

Offering full day 9:00 a.m. – 3:00 p.m. or half day 9:00 a.m. – 11:30 a.m.

or 12:30 p.m. – 3:00 p.m.

Before and After Care available

1. Child must be 2 - 2 ½ yr. old class - (Diapers or Pull-ups are allowed)
2. Child must be 3 for 3 year-old class by October 1st (must be completely toilet trained! No Pull-ups!) or 4 for 4 year-old class by October 1st and 5 for the Kindergarten program.
3. Changes to a child’s time/day, or class may not be possible.
4. The \$35.00 registration fee is non-refundable. The second registration fee is waived if more than one child is enrolled.
5. The 1st increment, (payment made with application), is not refundable after July 1st, 2019. (If child is enrolled after July 1, 2019, the registration fee and tuition is not refundable.)
6. The second increment (tuition) is due on or before September 15th and each successive increment is due by the 15th of the next month thru May. Tuition is considered late if received after the 15th. Tuition payments must be kept current. Failure to do this could jeopardize the child’s continued enrollment and/or acceptance of future applications.

Annual Fee	However, as a matter of convenience, the tuition may be broken down into ten equal payments of:
\$4,400.00 for Kindergarten – five full-day sessions	\$440.00 for Kindergarten – five full day
\$5,400.00 for the five-day, full-day sessions	\$540.00 for the five full day
\$4,800.00 for the three-day, full-day sessions	\$480.00 for the three full day
\$3,900.00 for the five-day, half-day sessions	\$390.00 for the five half day
\$2,900.00 for the two-day, full-day sessions	\$290.00 for the two full day
\$2,600.00 for the three-day, half-day sessions	\$260.00 for the three half day
\$2,100.00 for the two-day, half-day sessions	\$210.00 for the two half day

8. There are no refunds made in case of enforced or voluntary withdrawal.
9. The school reserves the right to cancel any session due to insufficient enrollment. You will be notified if the session you choose is cancelled and let you know if your child is placed in another class if accommodations are available.
10. Requests for a specific class or teacher may not always be able to be honored.
11. All applications are processed in the order in which they are received.
12. It is your responsibility to notify the school of any change of address or phone number.
13. Automatic Payment is **our preferred method of payment**. Through this program, you would authorize **Hope Lutheran Church** to automatically withdraw tuition payments from your account, which will remain in effect until you give advance notification to terminate the authorization. The form is included in your enrollment packet.
14. The School/Building is “nut free”. Please check the ingredients on all snacks carefully. Any item that may contain a trace of peanut or tree nut (manufactured or processed in a plant that contains nuts) is not allowed.

TEL # 732-462-7545

FAX # 732-462-9320

www.hopechristianschoolfreehold.com

Please make checks payable to **HOPE LUTHERAN CHURCH**