



**2012-2013  
Registration  
Application/Contract**

Parent(s) Name \_\_\_\_\_ Home Number \_\_\_\_\_

Address \_\_\_\_\_ City, State & Zip Code \_\_\_\_\_

Email Address(s) \_\_\_\_\_

### REGISTRATION FEES

Returning Student	Per Student
Through February 17	\$50
February 21 - June 1	\$125
After June 1	\$175
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New Student	
February 21 - June 1	\$150
After June 1	\$175

*Registration Fee must accompany this form*

### GENERAL FEES

	Per Student
Junior High Fall Retreat (7 <sup>th</sup> -8 <sup>th</sup> )	\$75
High School Fall Retreat (9 <sup>th</sup> -12 <sup>th</sup> )	\$125
High School Science Lab Fee (9 <sup>th</sup> -12 <sup>th</sup> )	\$20
Graduation Fee (12 <sup>th</sup> )	\$85
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<b>FACTS Tuition and Fees Management</b> (All Families)	<b>Per Family/Per Year</b>
Monthly Tuition Plan	\$46
Pay in Full Plan	\$20 (Charge will appear on your statement with your first incidental charge)

### TUITION RATES

	2 Days	3 Days M, W, F	4 Days M, W, F+ T or TH	5 Days M-F
PK3 - 2 Mornings Minimum T,TH	\$1765			
PK3 - 2 Full Days T,TH	\$2,725			
K4 - 3 Mornings Minimum M,W,F		\$2,650	\$3,200	\$3,800
K4 - Full Days	\$3,650	\$4,050	\$5,050	\$5,850
K5 - 5 Mornings Minimum				\$3,800
K5 - Full Days	\$4,650	\$ 5,050	\$5,450	\$5,850
Grades 1-6				\$5,850
Grades 7-8				\$6,150
Grades 9-12				\$6,450

## REQUIRED VOLUNTEER HOURS

One Part-Time PK3, K4 & K5	20 hours
One Full-Time Grades K4-12	30 hours
Two Part-Time PK3, K4 & K5	40 Hours
Multiple Students	50 hours max per Family

*Pay-off option available @ \$12.00 per hour.*

## STUDENT INFORMATION

Student Name	AM	T	Th			
<b>PK3</b> T / Th only. AM minimum, PM optional, please circle extra days.	PM	T	Th			
Student Name	AM	M	T	W	Th	F
<b>K4</b> Minimum # of days highlighted (M,W,F AM), please circle extra days.	PM	M	T	W	Th	F
Student Name	AM	M	T	W	Th	F
<b>K5</b> Minimum # of days highlighted (M-F AM), please circle extra days.	PM	M	T	W	Th	F
Student Name	Grade					
Student Name	Grade					
Student Name	Grade					
Student Name	Grade					

*Multiple Student Discount applies to full-time students only.  
(2 Children - 10%, 3 Children - 15%, 4 Children - 20%)*

## DISCOUNTS

- Are you a member of Christian Life Church?      Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you in Full-Time ministry?                      Yes \_\_\_\_\_ No \_\_\_\_\_
- Will you be applying for Financial Aid?            Yes \_\_\_\_\_ No \_\_\_\_\_  
Financial Aid applies to full time students only.
- Will you be utilizing the Pay in Full Discount?    Yes \_\_\_\_\_ No \_\_\_\_\_  
4%-pd in full by June 1<sup>st</sup>    2%-pd in full by Sept. 1<sup>st</sup>  
 Please contact our bookkeeper, Susan Larson, regarding your specific intentions.

*All eligible discounts will appear on your first tuition invoice.*

## SCHOLARSHIP FUND DONATION

Would you like to make a tax-deductible donation to the  
 Scholarship Fund?    Yes \_\_\_\_\_ No \_\_\_\_\_

- Add \$ \_\_\_\_\_ per month to my monthly tuition payment.
- My one-time gift is enclosed of \$ \_\_\_\_\_.

## REGISTRATION FEE

<b>Returning Student</b>						
By February 17	\$50	X		# of Students	=	\$
Feb 21-June 1	\$125	X		# of Students	=	\$
After June 1	\$175	X		# of Students	=	\$
<b>New Student</b>						
February 21-June 1	\$150	X		# of Students	=	\$
After June 1	\$175	X		# of Students	=	\$
<b>REGISTRATION FEE TOTAL</b>						\$

*Please include Registration Fee when submitting this form.*

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AFTER READING AND INITIALING ALL POLICIES LISTED, PLEASE SIGN BELOW.

**FINANCIAL POLICIES**

**BY SIGNING BELOW, I AGREE TO THE FINANCIAL POLICIES:**

I understand the registration fee is non-refundable. I understand the withdrawal policy and my obligation to follow through with my financial commitments of tuition, and all fees as detailed in this contract. I understand that my child's records will not be released until our CLS financial obligations are fulfilled. (Your initials below indicate that you have read and agree to the policies.)

- \_\_\_\_\_ **REGISTRATION FEES:** The registration fee is due at the time of application and is non-refundable. However, if the school denies your acceptance, you will be refunded the enrollment fee, minus a \$50 processing fee. If the first monthly payment is late, CLS reserves the right to remove students from the enrollment list.
- \_\_\_\_\_ **VOLUNTEER HOURS:** All families are required to fulfill volunteer hours for the school to help keep operating costs down. The hours listed are minimum requirements. Any member of the family 14 years or older may help to fulfill this obligation. Volunteer hours may be completed between June 1, 2012 and May 31, 2013. Families must have a minimum of half their service hours completed by January 15 to be eligible for priority registration for the next year. All service hours must be completed before May 31<sup>st</sup> to be eligible to re-enroll. If hours are not completed by May 31<sup>st</sup> you will be billed \$12.00 per hour for each remaining hour. *There is a pay off option for these hours of \$12.00 per hour.*
- \_\_\_\_\_ **ADDITIONAL SCHOOL EXPENSES:** Fees for projects, mission trips, prom alternative, athletic programs, field trips, and music contests are based on actual expenses and will be billed through FACTS or through the office.
- \_\_\_\_\_ **WITHDRAWAL POLICY:** If a student withdraws due to relocation out of the school area (more than 40 miles), the parents remain responsible for that month's complete tuition. If after acceptance, a student withdraws for a reason other than relocation of more than 40 miles, the parent remains responsible for tuition payments through the current semester. July and August payments are part of the 1<sup>st</sup> semester tuition and are non-refundable. Upon full payment of tuition and fees due, records will be forwarded to the student's new school.
- \_\_\_\_\_ **CHRISTIAN LIFE CHURCH MEMBER DISCOUNT:** A tuition discount is given to Christian Life Church members, because they as a church body will protect the collective legal, financial, and spiritual interests of the supporting church, and are primarily responsible for building programs and indebtedness. Those eligible for both a Christian Life Church Member and Full-time Ministry Discount as described below will receive only one discount of 15%.
- \_\_\_\_\_ **FULL-TIME MINISTRY DISCOUNT:** A tuition discount is given to those who are employed in full-time ministry as a Pastor, Evangelist or Missionary. Those eligible for both a Full-time Ministry Discount and Christian Life Church Member Discount as described above will receive only one discount of 15%.
- \_\_\_\_\_ **BEFORE CARE:** Before care opens at 6:30am. Students arriving between 6:30-7:00am will be charged \$6.00. Students arriving between 7:00-8:00am will be charged \$4.00. Before and after care fees may be pre-arranged and combined with tuition for families who have consistent pick-up/drop off schedules. All fees are based on days enrolled, not actual days attended. There are no refunds for non-attendance. For more detailed information, please see Before & Aftercare information sheet.

\_\_\_\_\_ **LATE PICK-UP (After Care) FEES:** Students are to be picked up no later than 3:15pm. Students who are not picked up by 3:15pm will be placed in a fee-based supervised after care. Families will be billed on a monthly basis unless prearranged through the school office. Fees are determined by time of pick up. The fee for students picked up between 3:00-4:00 is \$4.00, between 4:00-5:00pm is \$8.00, and between 5:00-6:00pm is \$12.00. After Care closes at 6 p.m. Parents who have not picked up their child(ren) by 6 p.m. will be charged a late fee of \$1/per minute/per child thereafter.

## **STUDENT POLICIES**

**BY SIGNING BELOW, I AGREE TO THE ENROLLMENT POLICIES:** In making application, I state that I am in agreement with the philosophy and objectives of CLS. As a parent, I agree to: cooperate with CLS in the enforcement of disciplinary procedures, encourage habits of promptness, and encourage positive attitudes toward the school by my conversation and attitude. I will be faithful in prayer and I will support excellence in education for each student. I agree to follow the Grievance Policy as stated in the handbook, seeking truth and peaceful resolution in a manner pleasing unto the Lord. If the matter is not resolved after this, either party may seek mediation by Christian Conciliation Services (rather than a secular court) and I agree to submit to their decision. **(Your initials below indicate that you have read and agree to the policies below.)**

\_\_\_\_\_ **ACTIVE INVOLVEMENT IN LOCAL CHURCH:** Christian Life School is an extension of the home and relies on a partnership with parents to teach children the Christian view of life and practical application of the Bible in every activity. We believe a consistent message from home, school and church will result in young people developing Godly character and values. Therefore, as you enroll, it is our understanding that you are actively involved in a local church, which teaches its members to live consistently with Biblical standards.

\_\_\_\_\_ **SICK CHILDREN:** If a child is sick with any of the following symptoms or any other contagious illness, he/she will be unable to attend school or Before & After Care. Symptoms include, but are not limited to: a fever over 100 degrees; vomiting; undiagnosed rash; diarrhea; strep throat; contagious conjunctivitis; impetigo; and chicken pox. Children must not exhibit symptoms for 24 hours or have a physician's statement before they may return to school or Before & After Care.

\_\_\_\_\_ **UNSUPERVISED STUDENTS:** Unsupervised students will be placed in Before & After Care. Every student K-12 must be supervised. Non-bused (K-6) students dropped off before 8 a.m. or picked up after 3:15 p.m. are required to be in the care of an adult or in the Before & After Care Program for their safety. Students in grades 7-12 are required to be in the care of their athletic coach, high school teacher, or Before & After Care.

\_\_\_\_\_ **CLOSINGS and LATE STARTS:** Closings and late starts due to poor weather will be announced before 6:30 a.m. whenever possible on WCCO TV Channel 4, KARE 11, KSTP TV and KMSP TV Channel 5 and Fox 9/MY29 WFTC-TV and Sycamore. KARE 11 offers a texting notification; you must sign up for this option. **THERE WILL BE NO BEFORE & AFTER CARE AVAILABLE DURING THESE TIMES.**

\_\_\_\_\_ **RETREATS GRADES 7 - 12:** Attendance is required. Students unable to attend retreat will be required to attend school and will be assigned homework in lieu of retreat attendance.

\_\_\_\_\_ **EXTENDED CARE PICK UP/DROP OFF:** Parents must come into the building to drop off their children and to pick them up from Before & After Care.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Family Name

**\*Enrollment is not complete until all required forms and Registration Fees are submitted to the office and this form is signed.**