

2017-2018 RETURNING STUDENT APPLICATION AND ADMISSIONS AGREEMENT

Please submit this completed form together with the non-refundable Enrollment fee as well as an updated copy of the immunizations (if applicable).

K-4 students must be 4 years by September 1st & K-5 students must be 5 years old by September 1st



Discipling Future Leaders

Office Use Only	<u>Enrollment Fee must be submitted with the application (All fees are Non-Refundable)</u>
Date Application Received: _____	Enrollment Fee: \$ _____ x _____ = _____
Notes: _____	Check # _____ OR Cash @ \$ _____
_____	Date Registration Paid: _____
_____	_____

STUDENT INFORMATION

1. Child's Full Name: _____ Name Student Prefers to be Called: _____ Gender: Male Female
Place of Birth: _____ Date of Birth: _____ Current Age: _____ Grade Entering: _____
2. Child's Full Name: _____ Name Student Prefers to be Called: _____ Gender: Male Female
Place of Birth: _____ Date of Birth: _____ Current Age: _____ Grade Entering: _____
3. Child's Full Name: _____ Name Student Prefers to be Called: _____ Gender: Male Female
Place of Birth: _____ Date of Birth: _____ Current Age: _____ Grade Entering: _____
4. Child's Full Name: _____ Name Student Prefers to be Called: _____ Gender: Male Female
Place of Birth: _____ Date of Birth: _____ Current Age: _____ Grade Entering: _____

PARENT / GUARDIAN INFORMATION

Father's Full Name: _____	Mother's Full Name: _____
Home Address: _____	Home Address: _____
Hm Phone: (____) _____	Hm Phone: (____) _____
Wk Phone: (____) _____	Wk. Phone: (____) _____
Cell Phone: (____) _____	Cell Phone: (____) _____
E-Mail: _____	E-Mail: _____
Father's Occupation: _____	Mother's Occupation: _____
Employer: _____ <small style="text-align: center;">If self-employed, name of business</small>	Employer: _____ <small style="text-align: center;">If self-employed, name of business</small>
Business Address: _____	Business Address: _____

- Mother's Marital Status: Married Separated Divorced Widowed Single
- Father's Marital Status: Married Separated Divorced Widowed Single
- Child(ren) live(s) with: Both parents Mother Father Shared Custody Guardian(s)

If the child is not living with **both** parents, who has legal custody? _____

FROM THE NEW HARVEST CHRISTIAN SCHOOL STUDENT/PARENT HANDBOOK, SECTION X, SUBSECTION C:

SCHOOL ADMISSION REQUIREMENTS FOR THE PARENTS:

- Parents of students in New Harvest Christian School should have a clear understanding of the biblical philosophy and purpose of NHCS. This understanding includes a willingness to have their child exposed to the clear teaching (not forced indoctrination) of the school's Statement of Faith in various and frequent ways within the school's program.

Parents' Initials: ____/____

- It is required that parents of students subscribe to New Harvest Christian School's Statement of Faith by both written and oral testimony. It is also required that at least one parent or guardian has a personal relationship with Jesus Christ and that the child attends church regularly with at least one parent or guardian, and that the student is being raised in a Christ-centered home.

Parents' Initials: ____/____

- Parents should be willing to cooperate with all the written policies of New Harvest Christian School. This is most important in the area of discipline and schoolwork standards, as well as active communication with the respective teacher(s) and administration.

Parents' Initials: ____/____

Will you need after-school care for your child? (3:20 – 5:30 p.m.) Yes No If yes, approximately how many days per week? _____

FAMILY CHURCH INVOLVEMENT

Name of church of family worship: _____

Church Address: _____

Pastor's Name: _____ Phone: (____) _____

Are you members? Yes No Family attends: Regularly Occasionally Seldom Never

We have been attending the above-named church for _____ years _____ months.

POLICIES, TUITION, FEES AND FINANCIAL AGREEMENT

1. We/I understand that the school day begins at 8:10 a.m. The earliest that we/I may bring our/my child(ren) to school is 7:45 am. Children are to be brought to the "E Street" parking lot where there will be playground supervision beginning at 7:45 a.m. Children not in the class line by 8:15 a.m. will be required to go to the school office for a tardy slip before going to his/her classroom.

Parents' Initials: ____/____

2. For every unexcused tardy the student will be required to perform 10 minutes of school service during recess or lunch break. School service will be directed by the teacher and/or Administrator and will consist of cleaning in the classroom, sweeping, picking up trash on the playground, etc. In addition, for every 3 unexcused tardies the student will serve detention during lunch.

Parents' Initials: ____/____

3. We/I understand that our/my child(ren) will only be dismissed to the undersigned or to those persons listed on our/my child(ren)'s Emergency Card or with a note signed by the undersigned authorizing release to an adult that is not listed on our/my child(ren)'s Emergency Card.

Parents' Initials: ____/____

4. We/I understand that school is dismissed at 3:10 p.m. If our/my child is not picked up by 3:20 p.m., he/she will automatically be placed into after-school childcare and that we/I will be charged the daily childcare rate. Children may not be left unattended at any time!

Parents' Initials: ____/____

5. We/I agree to provide at least ten (10) hours of volunteer service to New Harvest Christian School (*per family*) per quarter. We understand that it is our responsibility to record those hours in a timely manner in the Volunteer Hours Recording Book maintained in the school office. **We/I further understand that if we/I have not logged 10 hours at the close of the quarter, we/I will be assessed a fine of \$45.00 for that quarter.**

Parents' Initials: ____/____

6. **Annual Tuition / Enrollment Fees and Payment Deadlines:**

- Please see the current TUITION SCHEDULE for annual fees.
- We/I understand that all enrollment fees are NON-REFUNDABLE. Enrollment fees include registration fee & books/materials fee. **Parents' Initials:** ____/____
- Tuition rates are based on an 11-month payment plan: from July to May of the following year. If enrolled after August 31st, the total sum will be divided by the months remaining until May. If enrolled after the start date of the school year – tuition will be prorated as follows: Daily rate x number of school days remaining in the year. You may pay a higher sum anytime during the year to bring down the monthly payment.
- Financial Aid: Parents may apply for financial aid in case of financial need. See the Financial Office for details.

7. **Tuition Payment Options:** Payments may be made by check, cash or money order. NHCS offers three payment options. Please check the applicable box below to indicate your payment preference:

- (1) One annual full tuition payment, which is due prior to August 1st. Please see the Financial Office for terms & conditions.
- (2) Semi-annual: Two payments – the first payment is due prior to August 1st and the second payment by January 1st.
- (3) Monthly payments are made through the tuition processing company FACTS in accordance with their terms and conditions.

NEW HARVEST CHRISTIAN SCHOOL Policy Manual, Section 8.4 – FEES/TUITION Collection Policy

Objective: To ensure that tuition and fees are collected in a timely manner.

Scope: This process is to be followed unless specific other arrangements have been made between the Administrator and the families involved. Good faith will be presumed on the part of these families unless subsequent circumstances indicate no positive action can be expected.

- **Checks returned by the bank for non-payment will incur any fees assessed by our bank. If more than one check is returned to NHCS within a school year, all future payments must be made in cash, money order or cashier's check.** **Parents' Initials:** ____/____

8. We agree to give ***FOUR WEEKS NOTICE*** to the school if it becomes necessary to withdraw our child(ren) from school. We further understand that the full monthly tuition will be due for any partial month that our child(ren) has attended New Harvest Christian School. ***Payments made during the summer months (June-Sept) are NON-REFUNDABLE.***

Parents' Initials: ____/____

9. We agree that we have carefully read Education Code §48904 as written in part below and we/I hereby agree to its terms and conditions.

California Education Code Section 48904, Subpart (b) states:

(b) Any school district or private school whose real or personal property has been willfully cut, defaced, or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon demand of an employee of the district or private school authorized to make the demand may, after affording the pupil his or her due process rights, withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the pupil or the pupil's parent or guardian has paid for the damages thereto, as provided in subdivision (a).

California Education Code Section 48904.2, Subpart (a) states:

(a) Upon receiving notice that a school district has withheld the grades, diploma, or transcripts of any pupil pursuant to Section 48904, any school district to which the pupil has transferred shall likewise withhold the grades, diploma, or transcripts of the pupil as authorized by that section, until the time that it receives notice, from the district (school) that initiated the decision to withhold, that the decision has been rescinded under the terms of that section.

(b) Any school district that has decided to withhold a pupil's grades, diploma, or transcripts pursuant to Section 48904 shall, upon receiving notice that the pupil has transferred to any school district in this

state, notify the parent or guardian of the pupil in writing that the decision to withhold will be enforced as specified in subdivision (a). **Parents' Initials:** ____/____

ACKNOWLEDGEMENT AND AGREEMENT

1. By signing below, we acknowledge the following:

- A. Our commitment to the authority of the Bible and our agreement with New Harvest Christian School’s Statement of Faith.
- B. Our commitment, as a family, to donate a minimum of forty- (40) volunteer hours for each school year per policy stated herein.
- C. Our commitment to attend parent/teacher conferences and scheduled school meetings.
- D. Our agreement to support the teachers and to reinforce their efforts to develop self-control and appropriate social behaviors in our child.
- E. Our agreement to encourage our child to meet his/her responsibilities to their education and to assist our child in organizing and completing their homework and special project assignments and turning them in on the date required.
- F. Our agreement to support New Harvest Christian School in the administration of its philosophy and policies. We authorize the school administrator to use such disciplinary measures, as she deems wise and expedient for our child. We understand that New Harvest Christian School does not employ the use of corporal punishment in its corrective process.
- G. Our agreement that New Harvest Christian School, after reasonable efforts to assist, counsel, and discipline, has the right to dismiss any student if he/she is not able to comply with the standards of the school.
- H. Our commitment to pay our financial obligations on or before the due date in accordance with the New Harvest Christian School’s tuition and fees schedule.

We, the undersigned, agree to release and hold harmless, the school, its agents and employees from all claims, damages or other liabilities for injuries to my child which are not the result of gross negligence by this school, its agents or employees. The undersigned also agrees to indemnify the school for damages by my child(ren).

We hereby acknowledge that this Agreement shall be interpreted in accordance with the laws of the State of California.

_____ Date

_____ Signature of Parent/Guardian

_____ Date

_____ Signature of Parent/Guardian

Accepted for Enrollment:

_____ Date

_____ Carol Ford, School Administrator

New Harvest Christian School admits students of any race, color and national or ethnic origin subject to the rights, privileges, programs and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national or ethnic origin in administration of our educational policies, admission policies, athletic or any other school administered programs.

Admission to New Harvest Christian School is based on the student’s potential to benefit from this type of educational environment and whose family’s beliefs and goals agree with those of New Harvest Christian School. The administration reserves the right to exclude any student whose admission would not serve the best interest of the student or the school.

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The Association of Christian Schools International
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