

2018-2019 Application for Enrollment Today's Date _____

*****FORMS WILL NOT BE ACCEPTED WITHOUT PAYMENT*****

Name of Student _____ Grade entering _____
Last First MI

Birth Date _____ Circle one: Male Female
New Students require birth certificate

Address _____
Street City State Zip

Father's Name _____ Father's Email _____

Home phone _____ Cell phone _____ Work phone _____

Mother's Name _____ Mother's Email _____

Home phone _____ Cell phone _____ Work phone _____

Marital Status: Married _____ Single _____ Divorced _____ Separated _____

Student lives with _____

Who is responsible for Tuition obligation? _____

Do you have siblings? Please indicate the sibling's name/age/school they attend _____

Previous school attended _____ Grade enrolled _____

Address _____ State _____ Zip _____ Phone _____

Reason for leaving _____

Has your child ever been suspended or expelled from school? Yes No If yes, explain.

Is there an academic or behavioral concern we should be informed of? Yes No

Please note our policy: If Olive Branch Christian Academy finds that student information which effects academic performance or student's behavior has not been thoroughly disclosed, Olive Branch Christian Academy will terminate enrollment and registration and tuition paid will not be refunded.

Does your family attend church regularly? _____ Yes _____ No If Yes, What church do you attend _____

If yes, how often? _____ Weekly _____ Monthly _____ A few times annually

Olive Branch Community Church Members: I would like to apply for a church member discount.
Membership discount applications must be filled out annually.

How did you hear about Olive Branch Christian School? _____

OFFICE USE ONLY: Enrollment forms received on _____ Time _____
Payment amount _____ Check/Cash number _____ Coupon: _____

DAYCARE REGISTRATION

Please mark the box with the daycare schedule you are selecting for this year.

Options:

Cost:

Morning Daycare from 6:30 a.m. to 8:20 a.m. \$76.00/month
Approximate time of drop off: _____

Afternoon Daycare from 3:00 p.m. to 6:00 p.m. \$140.00/month
Approximate time of pick up: _____

Fulltime Daycare (morning and afternoon) \$190.00/month
Approximate time of drop off: _____ Approximate time of pick up: _____

Hourly* Number of hours _____ \$5.00/per hour
Days Required Mon. Tues. Wed. Thurs. Fri.

*Note: you will be charged for the entire hour (even if you are only utilizing a portion of it)

I am enrolling my child in the daycare program indicated above and understand that tuition payments and daycare payments are due by the first day of each month. If hourly, pay at time of invoice. Invoices will be sent home weekly.

- I understand that I must notify the OBCA office two weeks in advance of any changes I wish to make to my daycare schedule.
- I understand that if I do not indicate the time of pick-up when signing out, I will be charged till 6:00 pm.
- I understand that if my child is picked up after 6:00 p.m. I am charged \$1.00 per minute.
- I understand that if my child has been picked up after 6:00 p.m. on multiple occasions, my use of the afterschool daycare may be suspended.

Date _____ Mother's Signature _____ Home # _____

Employer _____ Work # _____

Social Security # _____ Driver's License # _____

Date _____ Father's Signature _____ Home # _____

Employer _____ Work # _____

Social Security # _____ Driver's License # _____

7702 El Cerrito Road, Corona, CA 92881 (951) 279-9977

Olive Branch Christian Academy 2018-2019 Financial Contract

Registration

- A non-refundable registration fee is due at the time of registration. This fee holds your child's place on the roster and contributes to the cost of your child's textbooks, insurance costs, A.C.S.I. fees, and assessment materials. It is not prorated during the year as the costs are incurred whether your child attends for one month or a complete year.
- All textbooks are property of the school.
- Registration includes the initial back to school supplies for each student. When supplies run out parents are responsible to replenish any supplies needed.
- Returning Students who have a past due balance will be allowed to register but will not be allowed to attend school if past dues still exist on the first day of school.

Payments Options

Returning Academy Students (prior to March 1)

- 1. One Payment in Full in the amount of \$225.00.
- 2. Four equal payments of \$56.25 starting February 2018 and continuing through May 2018.
A missed payment may result in your child being dropped from the enrollment list
- 3. One Payment in Full in the amount of \$300.00. **(New Families, Preschool Families or Returning Families enrolling after March 1st)**

Tuition and Withdrawals

- Monthly tuition payments are due the first day of every month. No child will be allowed to attend class unless their tuition is current.
- Payments received after the 5th of the month are considered past due.
 - You will be charged a late fee of \$50.00 if the payment is received after the 5th of the month.
 - Your child will not be allowed to attend school until payment is made in full. The position your child holds will be considered open to those on the waiting list and/or open enrollment.
- There will be a \$25 service fee for all checks returned from the bank.
- Students who have a past due balance but will not be allowed to attend school.
- As good stewards of our resources with which God has entrusted us, we require at least two weeks' notice if, for some reason, your child will be withdrawn from school. Upon withdrawal (for any reason) at any time after the first day of school, 10% of the balance of remaining tuition will be withheld from a refund or billed upon withdrawal. Those who withdraw for any reason must fill out an exit form. Until the exit form is completed and returned to the office a spot is still held for your student, and you will be charged until the form is received. Charges will be computed on a daily basis.

Payment Options:

2018-2019 Tuition: **If you are registering after July 15th, Option 2 is not available.**

1. One payment in full, \$6,490.00 due by August 1, 2018.
2. Twelve equal monthly payments starting July 1, 2018 and ending June 1, 2019. Single student rate: \$541; Sibling discount for 2nd child rate: \$460.00; Sibling discount for 3rd child: \$406.00; Sibling discount for 4th child rate: \$352.00; Sibling discount for 5th child rate: \$298.00.
3. Ten equal monthly payments starting August 1, 2018 and ending May 1, 2019. Single student rate: \$649.00; Sibling discount for 2nd child rate: \$552.00; Sibling discount for 3rd child rate: \$487.00; Sibling discount for 4th child rate: \$422.00; Sibling discount for 5th child rate: \$357.00.
4. Enrolled after September, \$649 payments due monthly or elect to pay in full on a pro-rated basis.

A Financial Commitment letter will be sent to you via email outlining the payment plan you have chosen.

No Monthly invoices will be sent.

Payment Option you are choosing:-----1-----2-----3-----4(Circle One)

- Single Student: Student's Name _____
- 2nd Sibling: Student's Name _____
- 3rd Sibling: Student's Name _____
- 4th Sibling: Student's Name _____
- 5th Sibling Student's Name _____

ALL of the below information must be completed for enrollment.

Person responsible for Tuition obligation:_____

Email of person financially responsible for tuition:_____

Mother's Signature_____ Date_____

Print Mother's Name:_____

Employer_____ Work Phone (_____)_____

Cell # (____)_____ S.S.#_____ D.L.#_____

Father's Signature_____ Date_____

Print Father's Name:_____

Employer_____ Work Phone_(_____)_____

Cell # (____)_____ S.S.#_____ D.L.#_____