

REGISTRATION PACKET INFANT/TODDLER PROGRAM



MCMINNVILLE
CHRISTIAN ACADEMY

www.McMinnvilleChristianAcademy.org

(503)472-6076

Application Notes

- Registration will be filled according to the order in which people turn in all forms and fees.
- McMinnville Christian Academy reserves the right to refuse any applicant based upon its policies and procedures.

Office Use Only

Date Submitted: ___/___/___ Time: ___ : ___ AM/PM Registration Paid: _____ cash check# _____

Household Information

Primary Household

Parent or Guardian:

First Name: _____ Last Name: _____ MI: _____

E-mail: _____ Cell Phone: (____) _____ - _____

Occupation: _____ Employer: _____ Work Phone: (____) _____ - _____

Relation to Student: _____ Marital Status: _____

Parent or Guardian: (In same household)

First Name: _____ Last Name: _____ MI: _____

E-mail: _____ Cell Phone: (____) _____ - _____

Occupation: _____ Employer: _____ Work Phone: (____) _____ - _____

Relation to Student: _____ Marital Status: _____

Household Information

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Home Phone: (____) _____ - _____

Secondary Household

Parent or Guardian:

First Name: _____ Last Name: _____ MI: _____

Email: _____ Cell Phone: (____) _____ - _____

Occupation: _____ Employer: _____ Work Phone: (____) _____ - _____

Relation to Student: _____ Marital Status: _____

Parent or Guardian: (In same household)

First Name: _____ Last Name: _____ MI: _____

E-mail: _____ Cell Phone: (____) _____ - _____

Occupation: _____ Employer: _____ Work Phone: (____) _____ - _____

Relation to Student: _____ Marital Status: _____

Household Information

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Home Phone: (____) _____ - _____

Student Information

Student Information - Student 1

First Name: _____ Last Name: _____ MI: _____

Student Goes By: _____ Gender: _____

Date of Birth: _____ Infant or Toddler: _____

Student is a member of (check all that apply): _____ Household 1 _____ Household 2

Student Information - Student 2

First Name: _____ Last Name: _____ MI: _____

Student Goes By: _____ Gender: _____

Date of Birth: _____ Infant or Toddler: _____

Student is a member of (check all that apply): _____ Household 1 _____ Household 2

Student Information - Student 3

First Name: _____ Last Name: _____ MI: _____

Student Goes By: _____ Gender: _____

Date of Birth: _____ Infant or Toddler: _____

Student is a member of (check all that apply): _____ Household 1 _____ Household 2

Student Information - Student 4

First Name: _____ Last Name: _____ MI: _____

Student Goes By: _____ Gender: _____

Date of Birth: _____ Infant or Toddler: _____

Student is a member of (check all that apply): _____ Household 1 _____ Household 2

Family Information & Signatures

Family Status

With whom does the child reside? _____

Who has custody of the child? _____

Is there a parent of the child who the court system has forbidden from picking-up the child from school or seeing the child at school? _____ If so please list and include details:

Are there unusual factors in the student's life such as absence of father or mother; grandparents or others living in home; serious accidents or illnesses; physical handicaps of which the school should be aware? If so please describe on a separate sheet of paper.

Religious Information

Please note: if mother and/or father are not Christian and/or do not attend church, do not feel that your children will not be accepted. We request these answers in order to understand each student's religious background.

Church that child attends: _____

Is the parent(s) or guardian(s) of the child members of this church? _____

Does your family have a devotional time and pray together? _____

Who is the most influential person of faith in your child's life? _____

Is the child a believer in Jesus Christ? _____

Agreement

I agree that the information provided in this application is correct. I understand that any falsification of information may result in my child's dismissal from McMinnville Christian Academy. I give McMinnville Christian Academy permission to use my child's photograph for school related purposes including in the yearbook and on the website. I also understand that McMinnville Christian Academy is a religious organization which is seeking to bring children to Christ from a Protestant perspective. I also agree to support all of McMinnville Christian Academy's policies and procedures, outlined in the Student Handbook and other governing documents.

Signature: _____ Date: _____

Signature: _____ Date: _____

Registration & Tuition Schedule

Registration (due at registration): \$150 per child

The registration fee holds your child’s place in the infant/toddler program at MCA. This is a non-refundable fee.

Payment of the fees implies intent to attend. The administration makes staff decisions and purchases based on this fee, and the fee is non-refundable.

Rates:

	Monday-Friday Extended Hours 7am-6pm	Mon/Wed/Fri Extended Hours 7am-6pm	Tue/Thu Extended Hours 7am-6pm	Monday-Friday School Hours 8am- 3pm	Mon/Wed/Fri School Hours 8am- 3pm	Tue/Thu School Hours 8am- 3pm
Infant (1.5 - 23 months)	\$1095/month	\$855/month	\$570/month	\$840/month	\$505/month	\$340/month
Toddler (24-35 months)	\$880/month	\$685/month	\$460/month	\$675/month	\$405/month	\$270/month

Rates are effective until June 30, 2019

Multiple child discounts, scholarships, and DHS assistance available.

Tuition Payment Options

McMinnville Christian Academy’s tuition management company, Smart Tuition, will manage monthly payments. Every family must enroll online with Smart Tuition, our tuition management company. No child will be considered enrolled until a payment plan is established.

Financial Aid

McMinnville Christian Academy offers financial assistance to families who are in need. Families may apply for this assistance any time during the year. Financial aid is awarded as funds are available. A financial aid packet can be picked up at the office of McMinnville Christian Academy.

DHS Assistance

Tuition assistance may be available through DHS. Families must contact DHS directly for qualifications.

Registration & Tuition Agreement

Parent or Guardian responsible for tuition:

Last Name: _____ First Name: _____

Children to attend McMinnville Christian Academy:

Child's Name: _____ Tuition _____

Child's Name: _____ Tuition _____

Tuition Payment

Every family must enroll online with Smart Tuition, our tuition management company. No student will be considered enrolled until a payment plan is established.

Non-Discrimination Policy

McMinnville Christian Academy does not discriminate on the basis of race, color, gender, and national or ethnic origin in administration of its educational policies, admission policies, scholarship and loan program, and athletic and other school-administered programs.

Agreement

This agreement establishes a financial agreement between the parent(s) or guardian(s) listed above and the McMinnville Christian Academy. The parent(s) or guardian(s) will be responsible to pay tuition and fees in full to McMinnville Christian Academy according to the Registration and Tuition Schedule and this agreement.

Late Entry Tuition

If your child enrolls after the beginning of the billing month, your total tuition will be prorated according to the first day in which your child enters the program.

Withdrawal Policy

30 day written notice

Late Pick-up Fees

\$10 flat at 6:01 pm and \$1.00 each additional minute per child

Past Due Accounts

Should parents fall more than 60 days behind in paying their bill, their student(s) will be withdrawn from MCA unless special arrangements have been made with the School Board. Should parents withdraw their child from MCA during the year, they will be responsible for any balance remaining. MCA may use an outside agency to collect any funds when scheduled payments are not made.

Arbitration of Disputes

For the purpose of resolving disputes, matters of disagreement, and adjudication of financial issues, the principles established in I Corinthians 6:1-8 and Matthew 18:15-17 shall be followed. Parents enter into this contract agreeing to use binding arbitration approved by the McMinnville Christian Academy School Board.

Signature

I have read and agree to abide by this agreement.

Signature: _____ Date: _____

Enrollment Checklist

The following items must be completed in order for your child to be completely registered for school:

- Paid Registration Fee
- Signed Registration and Tuition Agreement
- Tuition Management Company Payment Arrangement
- Immunization Records submitted to office