



**North Coast Christian School
RETURNING STUDENT
Registration Packet
2018-2019**

Please read carefully

*The following forms need to be completed in full and returned to the
NCCS office at the time of enrollment*

- Student information card**
- Personal Appearance Agreement and Statement of Parent/Guardian**
- Fair Share Plus form**
- Fair Share Plus Opportunities**
- Billing Information/Financial Contract (1 per family)**
- Updated Immunization Record w/new signature (required every year)**

Student Information Card

Student Information

Student's Date of Birth: _____

Student's Full Name: _____ Nickname: _____
Last Name First Name Middle name

Grade: K3 K4 K5 1st 2nd 3rd 4th 5th 6th 7th 8th 9th 10th 11th 12th

Residence Address: _____ Apt./Space # _____
Street City State Zip Code

Mailing Address: _____
Street City State Zip Code

Home Phone: _____ Student lives with: _____

PARENT/GUARDIAN CONTACT #1

Name: _____ Relationship to student: _____
 Address: _____
 Home Phone: _____ Cell Phone: _____
 Work Place: _____ Work Phone: _____
 E-mail: _____

PARENT/GUARDIAN CONTACT #2

Name: _____ Relationship to student: _____
 Address: _____
 Home Phone: _____ Cell Phone: _____
 Work Place: _____ Work Phone: _____
 E-mail: _____

Student may also be released to:

Name: _____
 Home Phone: _____
 Cell Phone: _____
 Relationship to student: _____
 Name: _____
 Home Phone: _____
 Cell Phone: _____
 Relationship to student: _____
 Name: _____
 Home Phone: _____
 Cell Phone: _____
 Relationship to student: _____

Student may not be released to:

Full Name: _____

 Full Name: _____

 Full Name: _____



Personal Appearance Agreement

As a Christian institution, the necessity of a dress standard is important and vital due to the fact, whether we like it or not, we are judged and evaluated by appearance. Our attire should reflect a wholesomeness that is reflective of our Christian testimony. While styles vary from year to year, making it difficult to state absolutes in dress code, our goals remain the same: **Clean, neat, and modest.** We urge parents to be certain that their student is appropriately and neatly dressed when leaving for school. It is ultimately the parents' responsibility to make sure the student follows the NCCS Personal Appearance Guidelines in the student handbook. We urge students to be cooperative and maintain good attitudes as they follow the NCCS Personal Appearance Guidelines.

Parent, please read & sign below:

I have read and will help my child abide by the NCCS Personal Appearance Guidelines. I understand the consequences of violations.

Parent Signature: _____ **Date** _____

Students please read & sign below:

I have read and will abide by the NCCS Personal Appearance Guidelines. I understand the consequences of violations. I will dress appropriately and neatly.

Student Signature: _____ **Date** _____

Statement of Parent/Guardian

In signing this application, I (we) agree to the following:

- I have read the student handbook, and am willing to have my children educated in accordance with it.
- The school has full discretion in the grade placement of my child.
- The school reserves the right to dismiss any student who does not cooperate with the educational process.
- I understand that tuition rates do not cover the cost of operating the school, and thus my participation is needed in lending practical help and prayer support in a mutual effort to train our children through Fair Share and other volunteer opportunities.
- I have read the Financial Policy and agree to pay all tuition fees and other financial obligations to North Coast Christian School on or before the due date, without a reminder, and in accordance with these policies.

_____ **Date** _____
Father/Guardian Signature

_____ **Date** _____
Mother/Guardian Signature

Fair Share Plus
Helping make NCCS a great place to learn!

Welcome to our volunteer program—Fair Share Plus! One reason North Coast Christian School is a great school is because of all the volunteer help parents provide. Our basic commitment is for four hours per student, per month. Many parents give more than their basic commitment and those extra hours are an added blessing that keeps us successful & growing.

Fair Share Plus hours need to be recorded by parents, in the office, before the 25th of each month, so the billing statements can be completed by the end of each month. If volunteer hours are not recorded, there will be a charge of \$40.00 per student for that month. You may decide in advance to pay \$40.00 per student, and that money will be used to pay someone to work at the school in a needed area. Please record your volunteer time in the Fair Share notebook kept on the office counter. It is alphabetically arranged by student last name. Blank forms are in the front of the book for new students and families needing a second page.

Volunteer hours for the school year may start in the summer preceding school and go until May of that year. Any family member or friend can do fair Share Plus. We do not carry hour's form year to year, but truly appreciate the extra hours! If you exceed your hours one month, you may carry them over into a future month.

The back of this page has volunteer ideas for you to check, or feel free to add your own ideas! You are not limited to your child's classroom; you may volunteer in any needed area.

Please fill out both the front and back of this page. If you have more than one child in the school, please fill out one page per student. Thank you!

Student name: _____ Grade: _____

Parent name(s): _____ Phone: _____

_____ I (we) have checked areas where we can help. (see back of page)

_____ I (we) will pay \$40.00 per month, per student, a total of \$_____ per month.

Parent/Legal Guardian Signature Date

Parent/Legal Guardian Signature Date

Continued on next page

Fair Share (Volunteer) Opportunities

Helping make NCCS a great place to learn!

Student name: _____ Grade: _____

Parent name(s): _____ Phone : _____

Daily:

- Morning recess monitor (can be combined with classroom help)
- Lunch/noon recess monitor & cleanup
- Bible class teacher or helper (preferred grades: _____)
- Classroom aide (preferred grades: _____)
- Listen to students recite memory verses
- P.E. teacher (preferred grades: _____)
- Technology teacher or helper

Weekly:

- Custodial Supervisor (monitors supplies and organize cleaning help)
- Custodial help (before or after school, evenings, or weekend times available)
- Hot lunch coordinator
- Hot lunch helper
- Art teacher (preferred grades: _____)
- Husky Herald Newsletter

Sports:

- Athletic Director
- Coaching or assisting with coaching (soccer, volleyball, basketball, track)
- Transportation to games

Other:

- Room Mom Coordinator
- Room Mom (preferred grade: _____)
- Website director (keep school website updated and running)
- Student Council Advisor (supervise/advise high school student council)
- Yearbook Chairperson
- Yearbook Committee
- Booster Club
- Fundraiser Chairperson
- Public Relations/Community Service/Advertising Director
- Field trip driver
- Substitute teacher (preferred grades: _____)
- Maintenance and building projects. Skills or equipment: _____
- Any skills or training not mentioned that may be of use to the school:

 Director of an extracurricular activity of your choosing (i.e. drama, choir, music, etc.):

Multiple Child Discount:

The child with highest tuition in the family pays full tuition. The second highest tuition is discounted 10%. The third highest tuition is discounted 20%, and so on.

Referral discount:

A crisp \$100 bill will be given to you for each family that you refer to the school after their child has attended for over 30 days. The new family must name you as the referrer.

Scholarship Recipients:

If you receive a scholarship you will automatically be signed up for the 12 month program beginning in June and ending in May. The last payment is due in May. The minimum tuition available has increased per student to K3-8th (\$2500.00) and 9th – 12th (\$3000.00).

Payments for tuition are due on the tenth business day of each month. Any payments not received by the 10th of the month will be considered past due. If it is not possible that payments be made on time, it is the responsibility of the parents to notify the school in writing or person to work out an agreeable payment plan.

I, the undersigned, for good and valuable consideration, the receipt of which is hereby acknowledged, agree, promise, and covenant as follows:

- That I owe North Coast Christian School the sum of \$_____ for the above named student (s) for the above named school year which will be paid as follows:
 __ 9 month __ 10 month __ 11 month __ 12 month.
- That all payments shall be made to North Coast Christian School at its business office or tuition drop box located at **796 Pacific Drive, P.O. Box 188, Hammond, OR 97121.**

I, acknowledge and agree:

- That because North Coast Christian School must hire teachers on a full year basis, this is a one year contract, registration fees are non-refundable, and after 30 days I am responsible for the full amount of the annual contract whether or not my child(ren) complete the year at North Coast Christian School.
- To pay North Coast Christian School a service charge in the sum of **1.5% interest on the amount not paid within five (5) days of its due date as well as a \$25 late fee.** Time is of the essence in all matters pertaining to this agreement.
- That North Coast Christian School has the right to accelerate the payment of all tuition and may demand payment in full at any time that the aforesaid payments are not made in a timely manner. Further, North Coast Christian School upon five (5) days written notice to me, has the right to cease to provide services to any student whose tuition is not paid in a timely manner as agreed to herein. Accounts 20 days past due can be sent to collections.
- That North Coast Christian School may withhold the above-named student's report card and diploma until all financial obligations owing to NCCS resulting directly or indirectly from enrollment of the above-named student(s) have been paid in full.
- That for the purpose of any suit, action and arbitration brought to collect any sum due hereunder, the losing party agrees to pay the prevailing party's costs and disbursements and attorney fees related to said proceedings. Further, in the same manner, if an appeal is taken from any decision of an arbitrator and trial court, the losing party agrees to pay to the prevailing party the prevailing party's costs, disbursements, and attorney fees on all appeals.
- All returned checks are subject to a \$40.00 service charge.
- To pay \$40.00 per child per month in the event Fair Share Plus hours are not serve.

(Please Initial___)

I, THE UNDERSIGNED, HAVE READ AND AGREE, BY MY SIGNATURE BELOW, TO THE TERMS OF THIS PAYMENT PLAN.

Dated this _____ day of _____, in the year _____.

Parent Signature

Parent Signature

NCCS Rep Signature