

CHECK OFF SHEET

(This form must accompany registration papers)

Please read and initial in the blanks.

- _____ I have completely filled out the Tuition Fee Schedule for my child.
- _____ I have filled out the enrollment form completely filling in **ALL** blanks.
- _____ I have turned in and will continue to turn in current immunization records.
- _____ I have turned in the Health Care Professional's Statement in my enrollment papers.
- _____ I have received and read the Policy Handbook.
- _____ I have had the Child Food Allergy Emergency Plan (**only needed if child has physician diagnosed food allergy**) filled out and signed by the child's physician and it is also signed by parent. **A new food allergy emergency plan is required each school year.**
- _____ I have read and signed the Home Visit Notification/Request Form (**Preschool only - 3 year old and older classes**)
- _____ I have turned in the draft authorization with an attached voided check (**Optional**). I understand **a new draft authorization and new voided check** is needed each year to continue my draft.
- _____ Fill out the 'In His Hands' T-Shirt Order Form. (**Preschool only - 3 years old and older classes**)
- _____ Fill out the Birth through 2 year old t-shirt form. (**This is optional and there is an \$10.00 charge to order**). Payment is due at time of order by check or money order and must be attached to the order form.
- _____ I have filled out the enrollment form for ToT and/or Tiny Toes Ballet. (**Optional preschool only - 3 years old and older classes**)

Signature_____

Date_____