



We are pleased to share with you our enrollment information as you consider registering your child for our elementary school. Within this packet you will find the application for enrollment, fees, financial policies, and an enrollment checklist.

Every year currently enrolled families are extended priority status for the new school year. Priority registration will run from March 6<sup>th</sup> - March 17<sup>th</sup>, 2017. If registration fee is paid during this priority period, we will extend a 20% discount.

A second priority period will run from March 20<sup>th</sup>-March 24<sup>th</sup>, 2017.

If registration fee is paid during this period, we will extend a 10% discount.

**OPEN REGISTRATION BEGINS March 27<sup>th</sup>, 2017 AT WHICH TIME ALL OPENINGS NOT SECURED BY REGISTRATION FEES WILL BE FILLED.**

To begin the enrollment process the application form must be completed and returned to the office with the registration fee. APPLICATIONS WITHOUT A PAYMENT WILL NOT BE ACCEPTED.

Registration is complete when the fees (registration, books,) have been paid, and all items in the checklist have been turned in to the office.

Your secured placement will not be guaranteed if all fees are not paid in full by June 1, 2017.

**2017/2018 School Year begins Monday, August 21, 2017**

“Forty years committed to educating and nurturing children”

8033 3<sup>rd</sup> St. Downey CA, 90241

(562)861-1499

[cbekids@aol.com](mailto:cbekids@aol.com)

[www.creativebeginningsschools.org](http://www.creativebeginningsschools.org)

## 2017/2018 ENROLLMENT AND TUITION FEES

### REGISTRATION-

- Priority registration (March 6<sup>th</sup>- 17<sup>th</sup>) - \$120.00 – current families only-
- Secondary registration (March 20<sup>th</sup>-24<sup>th</sup>)- \$135.00 - current families only-
- Open registration begins March 27<sup>th</sup> - \$ 150.00 per student  
(non-refundable, no exceptions) due now

### **New kindergarten students- Registration \$ 75.00**

**\*If registered by March 31<sup>st</sup>\***

#### **Early Registration Incentive for “New Families”**

*Register by March 31<sup>st</sup> to qualify for an entry in our raffle for the following;*

***A free tuition week!!***

*(max. value \$160.00, credited to your account in September 2017)*

### **BOOKS/SUPPLIES-** Due April 3, 2017 (non-refundable after May 5, 2017)

- Kindergarten- \$ 200.00
- Grade 1- \$ 225.00
- Grades 2<sup>nd</sup>-5<sup>th</sup> - \$ 250.00

**TESTING-** Due to state testing changes this fee will be determined at a later date.

**STUDENT MANAGEMENT FEE** - \$75.00 per student, due on the first day of school.

**EARTHQUAKE/ DISATER SUPPLY FEE-** \$20.00 Due April 4<sup>th</sup>, 2017 (K and New students only)

\*5<sup>th</sup> Grade additional Science Camp fees TBD

### **TUITION FEES**

**Weekly** \$ 160.00 (due every Monday)

*A maximum 10% discount applies for a sibling. (Note: 5% for children with siblings enrolled at CB Pre-school or CB Toddler)*

**\*\*\*Friends and Family Discount- A 5% discount will be offered to families who bring in a new family or friend for the upcoming school year. Concurrent enrollment required.\*\*\***

Family Fundraising Obligation: \$100.00 per child (maximum \$200 per family) You will have 3 opportunities to fundraise throughout the school year. Fee must be met two weeks after our last fundraiser.

# CREATIVE BEGINNINGS ELEMENTARY

## All Children Are Accepted on a Non-Discriminatory Basis

Our tuition is based on a school year rate from August 21<sup>st</sup>, 2017 through June 7<sup>th</sup>, 2018. Our summer session is not included in this rate. Tuition is always due in advance. Tuition is due every Monday, if not received by Monday, a \$15.00 late fee will be charged to your account. Statements and/or phone calls will be issued for all accounts past due.

**THERE WILL BE A \$40.00 FEE CHARGED FOR ANY CHECKS RETURNED FROM THE BANK-FOR ANY REASON! THIS IS IN ADDITION TO THE LATE FEE.**

**Your full weekly tuition is due regardless of school holidays/ closures, absences or vacations taken August 21- June 7. Our school is closed (no daycare available) in observance of : Labor Day, Columbus Day, Veterans Day, Thanksgiving(2 days), Christmas Week, New Years Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day. The school will also be closed the day before open house and at 1:00 pm on Good Friday.**

A mandatory two-week written notice must be presented to the office should you plan to withdraw your child (ren) from our school. You are financially obligated to pay the full two-week notice amount whether your child is in attendance or not. Please pay your tuition accurately as there is no refund policy. Our family fundraising obligation of \$100.00 per child(max \$200 per family) is mandatory. This is an addition to tuition. You will have at least three fundraising opportunities (30-50% profit on total sales) to help you earn your profit dollars or you may choose the buy out option.

Creative Beginnings strives to be a positive influence in your child's life. If the school finds it necessary to withdraw your child from our program due to physical, social or emotional problems beyond our capabilities, tuition will be refunded on a prorated basis, not to exceed four weeks.

## **ENROLLMENT CHECKLIST**

The following items will complete and secure your child's place for the 2017/2018 school year. Please keep this handy for reference.

1. Registration & books/supplies fee
  2. Copy of birth certificate
  3. Health exam
  4. Immunization Records
  5. Dental Exam
- Earthquake Disaster Fees (Kindergarten and new students only)

\*Kindergarten, first grade and new student entrants must have a full physical, dental exam and immunizations up to date prior to entry.

## CREATIVE BEGININGS ELEMENTARY ENROLLMENT FORM

<b>STUDENT # 1 INFORMATION</b>				<b>Grade applying for:</b>	
Last Name	First Name	Middle Name	Nickname	D.O.B	
Physical Address	Apt.	City	State	Zip	
Last School or Preschool Attended		Address		Telephone	
Primary Language <input type="checkbox"/> English Other: _____					
<b>STUDENT # 2 INFORMATION</b>				<b>Grade applying for:</b>	
Last Name	First Name	Middle Name	Nickname	D.O.B	
Physical Address	Apt.	City	State	Zip	
Last School or Preschool Attended		Address		Telephone	
Primary Language <input type="checkbox"/> English Other: _____					
<b>SIBLINGS-</b>	Name		Age		
<b>HOUSEHOLD AND PARENT / GUARDIAN INFORMATION # 1</b>					
Last Name	First Name		Lives with Students <input type="checkbox"/> Yes <input type="checkbox"/> No		
Relationship to Student: <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Stepparent <input type="checkbox"/> Other _____					
Email Address:					
Address ( if different from student)					
Home Phone		Cell Phone		Work Phone	
Employer	Occupation	Work Address	Work Hours		
<b>HOUSEHOLD AND PARENT / GUARDIAN INFORMATION # 2</b>					
Last Name	First Name		Lives with Students <input type="checkbox"/> Yes <input type="checkbox"/> No		
Relationship to Student: <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Foster Parent <input type="checkbox"/> Stepparent <input type="checkbox"/> Other _____					
Email Address:					
Address ( if different from student)					
Home Phone		Cell Phone		Work Phone	
Employer	Occupation	Work Address	Work Hours		

**COMPLETE OTHER SIDE**

# CREATIVE BEGINNINGS ELEMENTARY ENROLLMENT FORM

A copy of the tuition policy has been provided for you in this packer. Please read carefully before signing this form. This enrollment form will be kept on file as part of your contract.

**Tuition is \$160.00 due every Monday**  
**(if paid after Monday add a \$15.00 late fee)**

We've read and understand the 2017/2018 tuition policy (please sign below)

Father's Signature \_\_\_\_\_

Mother's Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

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### OFFICE USE ONLY

Registration				
Books/Supplies				
E.Q. Disaster				
Birth Certificate				
Physical				
Immunizations				
Dental Exam				
Fundraiser				
Student Management Fee				

**NOTES**

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