

St. Cecilia School  
Extended Care Program  
REGISTRATION 2012-2013

Dear Parents,

If you are interested in enrolling your child(ren) in the St. Cecilia Extended Care Program, please fill out both the FRONT AND BACK of this form. To reserve a place for your child, return the completed form, along with a \$45 NON-REFUNDABLE REGISTRATION FEE PER CHILD, to the school office by MAY 18TH.

Child's name \_\_\_\_\_ Grade \_\_\_\_\_ Room # \_\_\_\_\_  
Child's name \_\_\_\_\_ Grade \_\_\_\_\_ Room # \_\_\_\_\_  
Child's name \_\_\_\_\_ Grade \_\_\_\_\_ Room # \_\_\_\_\_

**FEES**-Extended Care is offered daily from dismissal-6:00 P.M. The yearly tuition fee for Extended Care is **pre-calculated** according to the number of days that you register your child(ren). For your convenience, the full amount that you are responsible for will be divided into **9 monthly payments, September -May.**

Any child that joins the program after the 1st month of school will be charged the remainder of the annual fee. Request for changes in schedule during the school year are allowed with a two-week notice, and will be made based on the present enrollment. Without the two-week advance notice, families will be responsible to pay the full pro-rated monthly fee. There are not any reimbursements for absences or early dismissals. Drop-in is available for those children registered in Extended Care. Drop-in will be on a first come first serve basis, and 24 hour notice is requested.

**TUITION FEES**  
**(dismissal-6:00 P.M.)**

5 days = \$2646 per year/\$294 per month

4 days = \$2457 per year/\$273 per month

3 days = \$1980 per year/\$220 per month

2 days = \$1746 per year/\$194 per month

1 day = \$1467 per year/\$163 per month

**\*There is a 20% discount for siblings**

Drop-in=\$10 per hour /per child

Please put a check by the number of days you would like your child(ren) to attend Extended Care. Children must be signed up for specific days. Since many families' schedules change throughout the summer, a form will be distributed on registration day to confirm and/or change those requested days.

\_\_\_\_\_ 5 days a week

\_\_\_\_\_ 4 days a week

\_\_\_\_\_ 3 days a week

\_\_\_\_\_ 2 days a week

\_\_\_\_\_ 1 day a week

\_\_\_\_\_ Drop-in \$10/hr per child

Please check in with a staff member on the August 21st Registration Day. At that time, you will receive your Extended Care handbook, as well as, the required paperwork needed for the program. First month tuition fees for Extended Care will be due in September. Your first bill will come home with your child on Wednesday, September 5<sup>th</sup>. If you have any questions, please contact Melanie Manning at [mmanning@stceciliaschool.org](mailto:mmanning@stceciliaschool.org). Thank you!

Over Please

PARENT INFORMATION

• **FATHER'S NAME** \_\_\_\_\_

Home Address \_\_\_\_\_

Employment Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

e-mail \_\_\_\_\_

• **MOTHER'S NAME** \_\_\_\_\_

Home Address \_\_\_\_\_

Employment Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

e-mail \_\_\_\_\_

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Please check whatever best describes the child(ren's) living conditions...

**PHYSICAL CUSTODY**

Child(ren) live(s) with:

- |   |                             |
|---|-----------------------------|
| _____ Both parents, same address        | _____ Mother and Stepfather |
| _____ Both parents, different addresses | _____ Father and Stepmother |
| _____ Mother (single parent)            | _____ Guardians             |
| _____ Father (single parent)            |                             |

**LEGAL CUSTODY**

Legal custody of child(ren)

- |   |                             |
|---|-----------------------------|
| _____ Both parents, same address        | _____ Mother and Stepfather |
| _____ Both parents, different addresses | _____ Father and Stepmother |
| _____ Mother (single parent)            | _____ Guardians             |
| _____ Father (single parent)            |                             |

**Any special circumstances regarding custody must be officially filed in the school office.**

**SPECIAL CIRCUMSTANCES**

Are there any special circumstances that the Director should be aware of?  
\_\_\_\_\_  
\_\_\_\_\_