

# Calvary Chapel West Oahu Preschool

Child's Name: \_\_\_\_\_

## Registration Checklist

The following items are required for each student enrolling in Calvary Chapel West Oahu Preschool:

- \_\_\_\_\_ Application Packet (all information complete, signatures)
- \_\_\_\_\_ Complete Student Health Form (Form 14) & DHS 908
- \_\_\_\_\_ immunizations current, negative TB test (within last year)
- \_\_\_\_\_ Birth Certificate (copy acceptable)
- \_\_\_\_\_ Registration fee (one-time, non-refundable)      \$ \_\_\_\_\_
- \_\_\_\_\_ First Month tuition      \$ \_\_\_\_\_
- \_\_\_\_\_ Deposit \$ \_\_\_\_\_ (payable in 4 installments of \$ \_\_\_\_\_)
- \_\_\_\_\_ Complete change of clothing (2 for potty training) in ziploc bag
- \_\_\_\_\_ Diapers/wipes (as needed)
- \_\_\_\_\_ Annual Fee \$120 upon reaching anniversary date

Home lunch (Please follow the Parent/Guardian Handbook Guidelines on home lunch policy)  
(refrigerator & microwave available)

Also, please bring a blanket for nap.      (cubby space available)

**\*Please label** all items with your child's name or initials.

## For Office Use Only

Person responsible for payment: \_\_\_\_\_

Start Date: \_\_\_\_\_

Daily Schedule: \_\_\_\_\_ \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_

Total Monthly Tuition (due the first of each month):      \$ \_\_\_\_\_

Additional Arrangements:

### Office Routing

- \_\_\_\_\_ Director
- \_\_\_\_\_ Parent Handbook
- \_\_\_\_\_ Consent Form
- \_\_\_\_\_ Payment Roster
- \_\_\_\_\_ Labels (folder, office, cubby)
- \_\_\_\_\_ Enrollment/Withdrawal list
- \_\_\_\_\_ Pick-up Authorization Cards

### Initial Payments received:

Date:	_____
First month	_____
Advance	_____
Registration	_____
Additional fee	_____
<b>Total</b>	_____
Check/Receipt #	_____

|