



HADDONFIELD CHILD CARE

REGISTRATION FORM 2012-13

Registration is made on a space-available basis.

Haddonfield Child Care strives to provide care to all children who are enrolled in the Haddonfield Public Schools without discrimination, accommodating all who can function safely and appropriately within the structure of the program and curriculum.

Upon receipt by HCC of the completed Registration Form, signed Enrollment Agreement, and Registration Fee, the family is obligated to all HCC financial and other policies.

<u>NAME OF CHILD</u>	<u>SCHOOL</u>	<u>GRADE ENTERING</u>	<u>SEX</u>	<u>DATE OF BIRTH</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PARENT(S) OR GUARDIAN(S): [Note: If child is the subject of a court **custody order** (ex., foster child, or divorce custody order), you must indicate the **custodial person(s)** and include a copy of **court order signed by a judge**]

__ Parent or __ Guardian #1 _____ Telephone _____

__ Parent or __ Guardian #2 _____ Telephone _____

Home Address _____

BILL TO and PRIMARY CONTACT: Please designate **one person** as the billing recipient who will make **all** enrollment/scheduling decisions and assume **all** financial responsibility. We cannot bill multiple people, even in cases of joint or shared custody. This must be completed even if same as above, and **must be signed by the person designated as financially responsible**. All billing is done by e-mail; please indicate e-mail address to which bills should be sent.

Name _____

Official Address to Which _____
All Correspondence _____
Should Be Sent _____

Cell phone _____ E-mail address for billing _____

I Agree to All Financial Responsibility _____ Date _____
Signature

PARENT/GUARDIAN EMPLOYMENT INFORMATION

Parent/Guardian #1's Employer _____ Occup. _____

Address _____ Phone _____

Parent/Guardian #2's Employer _____ Occup. _____

Address _____ Phone _____

ENROLLMENT SCHEDULE: (Include all time periods needed for each child in the family being registered)

Requested Start Date (*see below): _____

Before School (7:30 to 8:30 a.m.)

Mon. _____ Tues. _____ Wed. _____ Thurs. _____ Fri. _____ **or** ___ Per Diem (occasional use only)

After School (Indicate "5" for pickup by 5 p.m.; "6" for 6 p.m.)

Mon. _____ Tues. _____ Wed. _____ Thurs. _____ Fri. _____ **or** ___ Per Diem (occasional use only)

Extended Day Kindergarten Program (EDKP) *First come, first served enrollment, with limited spaces available.* Please indicate whether you will need morning or afternoon hours (if known). Please also check before and after school options (above) if those additional hours are needed.

Mon. _____ Tues. _____ Wed. _____ Thurs. _____ Fri. _____

TUITION ASSISTANCE (TAG) GRANTS ()

Check here if you wish to receive an application for TAG funds. A limited number of Tuition Assistance Grants for families demonstrating financial need are available each year. Applications will be accepted and considered by the review committee in July and January of each year. Applicants who wish to be considered for **Fall, 2012** grants must have completed applications into the HCC office by **July 6, 2012**. **All applications received after that date, through January 7, 2013, will be held and reviewed in January 2013**, when the committee will meet again to review applications. Awards made in January will be for the remainder of the school year, and based on funds available.

TO REGISTER:

GENERAL INFORMATION FOR ALL PROGRAMS:

Please return this completed registration form, along with your **non-refundable** yearly registration fee and a signed **Enrollment Agreement**. Your enrollment will be considered complete once **all** required entrance paperwork and the fee have been **received** by HCC.

REGISTRATION FEE SCHEDULE: *Early Bird Registration* - Register for Fall by **June 1: \$50**

Late Registration - All registrations for current year **after June 1: \$100**

Add **\$25** for each additional child in family

***In order to begin on the first day of school, children must be fully enrolled by August 17 at 3:00 p.m.** The HCC Office will be closed to the public from **August 20 through 24, and will re-open August 27**. All children fully enrolled by **Tuesday, August 30 at 3:00 p.m.** will be able to begin the second week of school; thereafter, children fully enrolled by any **Tuesday at 3:00 p.m. may begin the following Monday.**

ADDITIONAL INFORMATION, FOR EXTENDED DAY KINDERGARTEN PROGRAM (EDKP) REGISTRANTS ONLY:

Please note that **EDKP** space is extremely limited. **Registration is on a first-come, first served basis, and must be made in person, either at HPS Kindergarten Registration Day, January 26, 2012 (highly recommended), or in the HCC Office, on or after January 27.** Please note that an **additional \$150 non-refundable holding fee** will be required in March for each EDKP registrant to continue to reserve a space.

To Register in Person:
(After HPS K Registration Day)

HCC Office
Haddonfield High School, Room B-105
Kings Highway and Sylvan Ave., Haddonfield, NJ

For Info: (856) 429-1603

To Register By Mail:
(Not available for EDKP)

PO Box 107, Haddonfield, NJ 08033

FOR OFFICE USE ONLY:

Date Received: _____

Fees Included: \$ _____

Check # _____

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