

Enrollment Cover Sheet

Registration/Tuition Fees	Elementary and Junior High, K-8th Grade	High School
Early Registration Until Wed., June 6th, 2018	\$70	\$120
Regular Registration After Wed., June 6th, 2018	\$100	\$150
Tuition	\$55/Monthly September-June	\$550 Paid in Full (PIF)

You do not need to turn in this form.

Instructions: All required forms are on the website.

TO COMPLETE THE PACKET

A. FOR PARENTS/GUARDIANS

1. Enrollment Check-Off Form (Initial, check off and turn in this form.)
2. Read the Statement of Faith (This form does NOT need to be turned in.)
3. Pastor's Reference (Print **DOUBLE SIDED.**)
Complete the top portion of the Pastor's Reference (it is interactive so you can complete it on the computer). Print and have your Pastor complete it. Turn in this form.
4. Parent/Guardian Code of Conduct/Commitment (**Print DOUBLE SIDED.**)
Both parents/guardians must read, initial, sign and turn in this form.
5. Philosophy of Education Form (**Print DOUBLE SIDED.** If you have previously written a Philosophy of Education, you may submit that copy instead.)
6. Media Release Form (Please print, sign and turn in this form, one per family.)
7. Home School Legal Defense Association (HSLDA) Apply through their website: hslda.org. Because you are joining CMCA you can receive a discount. The CMCA discount number is 291260. Please use our number to be added to our HSLDA Roster. Or turn in a copy of your card.
8. Volunteer Position For the 2018-2019 School Year (optional for new families to CMCA.)
One parent from each family may volunteer to help with one area. This is done through "Sign-up Genius" at www.SignUpGenius.com/go/30E0448AEAA23A2FE3-volunteer2. You may sign up for one or more positions but **you will be expected to help in each area** you sign up for. Please take this commitment seriously. Think ahead and mark your calendar.
9. Indemnity Agreement (**Print DOUBLE SIDED**, complete, sign and turn in.)
10. ACH (Direct deposit option)- If you desire this option please complete the ACH Agreement Form

B. STUDENTS

All Students

1. Birth Certificate (it has to be a copy of each student's official birth certificate; an abstract copy will NOT be accepted).
2. Immunization Records (bring a copy), Parent Letter, **OR** Medical Exemption
3. Emergency Medical Information
After enrollment is complete an email will be sent with instructions **IF** the student was previously enrolled.

For 7th-12th Grade Students:

1. Student Code of Conduct for 7th-12th Grade Students (**Please print double sided.**)
Each 7th-12th Grade Student must read, initial and sign this form. This needs to be turned in.
2. Student Questionnaire (to be completed by 7th-12th grade students.)
3. Official SEALED Transcript (For every student who has had one or more semesters of high school.)
4. Athletic Director's Worksheet (For every student who has had one or more semesters of high school.)

For 'new to school' K or 1st graders:

1. Health Exam Form

C. HOME SCHOOL LEGAL DEFENSE ASSOCIATION (HSLDA)

This membership is mandatory.

Go to hslda.org and complete the application. Be sure to use the CMCA discount code 291260 to be added to our Roster and get a discount. A monthly payment is available. Families are exempt whose children have not reached age 6 or have

reached age 18. When your child reaches age 6 it is your responsibility to apply. It is our policy that all families must be a member of HSLDA. In the event you are not accepted by them, you will not be able to continue in our program.

CURRENT HSLDA MEMBER Please submit a copy of your membership card. It will be your responsibility to keep your HSLDA membership current.

D. IMMUNIZATION REQUIREMENTS/POLICY

California School Immunization Law, Health and Safety Code, Sections 120325-120375 requires the following immunizations prior to your student entering school. These guidelines apply to all students **Kindergarten through 12th grade**. Please check your student's immunization records for the following information.

- 4 Polio (but 3 doses are enough for children 4-6 years old if at least one dose was given on or after the 4th birthday)
- 5 DTP/DTap/DT/Td/Tdap (but 4 doses are enough for children 4-6 years old if at least one dose was given on or after the 4th birthday.y)
- 2 MMR (both must be given on or after the 1st birthday.)
- 3 Hepatitis B
- 1 Varicella or proof of Chicken Pox
- 1 Tdap Booster (7th-12th grade.)

Immunizations Not Required for:

1. All CMCA students involved in only CMCA activities and events.
2. All CMCA students who will NOT be participating in ANY CMCS (day school) activities or events including, classes, sports, band, choir, drama, chapel, high school dances, etc. are not required to be up to date on their immunizations.
3. What you will need to do:
 - a. Immunization records will need to be turned in (if any immunizations were given.)
 - b. Non-Immunization note: a short note stating that you do not immunize your student will need to be turned in. This note should include the names of the students and any immunizations they will not be receiving. Make sure this note is signed and dated by the parent/guardian.
4. Personal Beliefs Exemptions
Personal Beliefs Exemptions (PBEs) filed at a school or child-care facility before January 1, 2016 will remain valid until the student enrolls in the next grade span, typically at kindergarten or transitional kindergarten or 7th grade.

Immunizations Required or a Medical Exemption Signed For:

1. All CMCA students who will be participating in ANY CMCS (day school) activities or events including, classes, sports, band, choir, drama, chapel, high school dances, etc.
2. For all students entering 7th grade, a proof of the T-dap must be turned in.
3. If a student has not had immunizations previously and wishes to participate in CMCS activities or events, they can participate if the immunization process has been started.

Medical Exemptions

What is required for a Medical Exemption to a required immunization? A parent or guardian must submit a written statement from a licensed physician (M.D. or D.O.) which states:

1. That the physical condition or medical circumstances of the child are such that the required immunization(s) is not indicated.
2. Which vaccines are being exempted.
3. Whether the medical exemption is permanent or temporary.
4. The expiration date, if the exemption is temporary.

E. FAMILIES WHO ARE CURRENTLY HOME SCHOOLING

All new families entering CMCA, who have been filing their own affidavit, are required AT ENROLLMENT to submit their Cumulative File (Cumes). These should include the following:

- Course of Study – 1 per school year
- Attendance Record – 1 per school year
- Report Card – 1 per school year
- Transcript – (for every student who has had one or more semesters of high school.)

F. DRESS CODE (The Dress Code is on the Website.)

Please read the Dress Code. By signing the Consent to Policy on your application you and your students are agreeing to abide by the Dress Code.

G. MANDATORY MEETINGS

We have mandatory Teacher's Meetings the first Tuesday of each month in the Calvary Murrieta Sanctuary (unless designated otherwise), September-June from 6:30 PM-8:00 PM. Doors open at 6:00 PM and your Small Group Leader will be in the foyer to hand you your family folder from 6:00-6:25 PM, otherwise your family folder will be in the tote box on the table.

1. The purpose of these meetings

- a. The purpose of these meetings is for encouragement, support, to turn in paperwork or paperwork corrections, pay tuition, pay for field trips/activities and to receive items from the office (test scores, photos, transcripts, checks etc.).
- b. You will receive an email if the office has something to give you at the meeting. It is important to look for these emails on Thursday or Friday the week before the meeting.

2. Paperwork

- a. Paperwork and tuition will be considered late if not turned in the night of the meetings.
- b. If you turn in the paperwork early on an "Office Hour" day the paperwork will not be considered late but you will be considered absent the night of the meeting if you do not attend.

3. Attendance

- a. You are required to attend "ALL 10" meetings.
- b. You may miss ONE meeting per year for emergencies or illness. If you miss more than one meeting, you will be required to pay a \$25 fee. Each additional missed meeting after that will be \$10 per month.
- c. You are considered absent if you do not put your folder in the "Done Box" the night of the meeting.
- d. **However, you will not be considered absent IF** you are paid in full or have an ACH each month AND have **NO** paperwork due, paperwork corrections or **anything** to pick up, are not signing up for field trips and activities, and you miss the meeting (contact the office if you are unsure if this applies to you). This is a good incentive to make sure your accounting and paperwork are done correctly (double check for errors).

4. Extenuating Circumstances

We understand that some of our families have extenuating circumstances and will not be able to attend the meetings. Please contact the office in this case and we will work with you.

H. MANDATORY ORIENTATION MEETING

You are required to attend one of the Orientation Meetings.

Your picture will be taken at this meeting for our family Directory.

Tuesday, July 24th, 6:00-8:00 PM, Room 209 (lower campus) OR

Tuesday, August 28th, 6:00-8:00 PM, Room 209 (lower campus)

I. HIGH SCHOOL PLANNING MEETINGS

If you have an incoming high school student you are required to attend one of these meetings:

Monday, June 25th 9:00 AM—11:00 AM Room #209 (lower campus) OR

Monday, August 13th 9:00 AM—11:00 AM Room #228 (lower campus)

J. INCOMPLETE ENROLLMENT PACKETS

When you bring your enrollment packet to the office we will check it. If you have missing items we will let you know and will give you a deadline to return them. If items are not turned in by the deadline there will be a **\$5 late fee per item per month** and the missing items will still need to be turned in.

K. TURN IN YOUR COMPLETED PACKET DURING OFFICE HOURS

Monday or Wednesday, 12:00-4:30 PM at the CMCA office.

Remember, the registration price will increase after June 6th, 2018. If you have questions please contact the office, (951) 834-9190 ext. 1057.

Enrollment Check-Off Form

Family Name _____
Last
Husband's First Name
Wife's First Name

Student Name	Grade	Student Name	Grade

Check Off

For Parents/Guardian:

- _____ Registered on CMCA Website & paid Application Fee (Opt. A) **OR** _____ New Student Enrollment Application (Opt. B)
- _____ Read Statement of Faith (does not need to be turned in.)
- _____ Pastor's Reference (**Print DOUBLE SIDED**, complete, have your Pastor sign, and turn in.)
- _____ Parent/Guardian Code of Conduct/Commitment (**Print DOUBLE SIDED**, initial, sign and turn in.)
- _____ Philosophy of Education Form (**Print DOUBLE SIDED**.)
- _____ Media Release Form (Please print, sign and turn in this form, one per family.)
- _____ Home School Legal Defense Association (HSLDA) Apply or turn in a copy of the card
- _____ Volunteer position chosen on "Sign-up Genius" (optional)
- _____ CMCA Indemnity Agreement (Print **DOUBLE SIDED**, complete, sign and turn in.)
- _____ ACH (Direct Deposit Option)

All Students:

- _____ Birth Certificate
- _____ Immunization Records, Parent Letter, **OR** Medical Exemption _____ Tdap for 7th-12th grade

For 7th-12th grade

- _____ Student Code of Conduct for 7th-12th Grade Students (**Print DOUBLE SIDED**, initial, sign and turn in.)
- _____ Student Questionnaire (to be completed by 7th-12th grade students.)
- _____ Official SEALED Transcript (for every student who has had one or more semesters of high school.)
- _____ Athletic Director's Worksheet (for every student who has had one or more semesters of high school.)

For 'new to school' K or 1st graders

- _____ Health Exam Form

For those that have been keeping their own records:

- _____ Cumulative File

Registration/Tuition Fees	Elementary and Junior High, K-8th Grade	High School
Early Registration Until Wed., June 6th, 2018	\$70	\$120
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Tuition	\$55/Monthly September-June	\$550 Paid in Full (PIF)

*****Registration Fees are non-refundable. There will be a \$25.00 fee for all returned checks. *****

Number of Elementary Students (K-8th) _____ x \$ _____ = \$ _____
 Number of High School Students (9th-12th) _____ x \$ _____ = \$ _____
 Optional: Tuition Paid In Full for the year (refundable and prorated if you withdraw). **\$550** \$ _____
Please make checks payable to CMCS Check # _____ Cash _____ Total = \$ _____