

**2017-2018**  
**Preschool – 8<sup>th</sup> Grade Enrollment Application**



Student **Last Name:**  **Gender:**  F  M

Preschool 3yr (3 days)     Preschool 3yr (5 days)     Preschool 4yr (3 days)     Preschool 4yr (5 days)

2017-2018 Grade:  Y5     K     1<sup>st</sup>     2<sup>nd</sup>     3<sup>rd</sup>     4<sup>th</sup>     5<sup>th</sup>     6<sup>th</sup>     7<sup>th</sup>     8<sup>th</sup>

**Student Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_ **Middle Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Known Allergies (not seasonal):** \_\_\_\_\_

**Oldest Child at MCES:** Yes  No     **New Family to MCES:** Yes  No

**Did your child(ren) attend MCES daycare prior to preschool?** Yes  No

**If new to MCES, please list all previous schools attended:** \_\_\_\_\_

**School District Where the Student Resides:**

Monroe     Bedford     Ida     Jefferson     Mason     Dundee     Airport     Whiteford     Summerfield    Other: \_\_\_\_\_

**Ethnicity**

**Is the student Hispanic or Latino?** Yes  No

**What is the Student's Race:**

American Indian/Eskimo     Asian     African American     Pacific Islander/Native Hawaiian     Caucasian     Other

**Religion**

**Religion:** \_\_\_\_\_

**Baptized:** Yes  No

**Baptism Church:** \_\_\_\_\_ **Baptism City:** \_\_\_\_\_ **Baptism State:** \_\_\_\_\_

**Reconciliation:** Yes  No     **First Communion:** Yes  No     **First Communion Parish:** \_\_\_\_\_

**If Catholic, of which Parish are you a member:** \_\_\_\_\_

**Parent(s) / Guardian**

**Student Lives With:**  Both Parents     Mom     Dad    Other: \_\_\_\_\_

**Custody Arrangements (if Applicable):** \_\_\_\_\_

**Father Last Name:** \_\_\_\_\_ **Father First Name:** \_\_\_\_\_

**Father Address:** Same as Above  or \_\_\_\_\_

**Father Occupation:** \_\_\_\_\_ **Father Employer:** \_\_\_\_\_

**Father Work Phone:** \_\_\_\_\_ **Father Cell Phone:** \_\_\_\_\_

**Father Email:** \_\_\_\_\_ **Have you completed Protecting Gods's Children (PGC)** Yes  No   
*If you would like to register for a class go to [www.Virtusonline.org](http://www.Virtusonline.org)*

**Mother Last Name:** \_\_\_\_\_ **Mother First Name:** \_\_\_\_\_

**Mother Address:** Same as Above  or \_\_\_\_\_

**Mother Occupation:** \_\_\_\_\_ **Mother Employer:** \_\_\_\_\_

**Mother Work Phone:** \_\_\_\_\_ **Mother Cell Phone:** \_\_\_\_\_

**Mother Email:** \_\_\_\_\_ **Have you completed Protecting Gods's Children (PGC)** Yes  No   
*If you would like to register for a class go to [www.Virtusonline.org](http://www.Virtusonline.org)*

\* The Protecting God's Children workshop is a requirement from the Archdiocese of Detroit (AOD) for volunteering at the school or chaperoning a field trip.

**Parents please See Back of Form**

**FOR OFFICE USE ONLY:** Received by \_\_\_\_\_ Date \_\_\_\_\_ Cash/Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Copies made for campus \_\_\_\_\_ If PreK, copy made for Childcare \_\_\_\_\_ If new student, entered in PowerSchool \_\_\_\_\_

### School Information

Has your child ever had any behavioral, psychological or educational evaluations? Yes  No

Has your child ever been expelled, suspended or dismissed from a school? Yes  No

Has your child received services? If yes, please mark applicable service:

Learning Disabilities/Resource Room  Speech/Language Arts  Occupational Therapy **Other:** \_\_\_\_\_

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### Forms to be Included for Enrollment

Enrollment Application  Tuition Contract  Deposit  Birth Certificate (New Student)  Baptism Certificate (New Student)

Health Appraisal (New Student)  Immunization Records (New Student)  State Lic. Form (PreK Only)

Latchkey Form (Latchkey students only)

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### Latchkey

Will your child be using latchkey? (grades Y5 to 8):  Yes  No **Campus:**  St. Michael  St. Mary

If this student is in Y5 to grade 3, they attend at St. Michael Campus. Grade 4 and up, families can select St. Michael or St. Mary Campus

If yes, complete the enclosed MCES Latchkey Form and a \$25 enrollment fee will be added to your first billing.

For Questions, please contact *Amanda Welton, Childcare Director (734) 241-3378*

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### Preschool Childcare

I will be using Preschool Childcare: (Preschool childcare is only available on days your child attends preschool): Yes  No

For Questions, please contact Amanda Welton, Childcare Director (734) 241-3378

**Option 1** – Childcare will be needed **BEFORE and/or AFTER** my child's preschool class session

I elect to use the **monthly** payment contract to receive the **discounted rate**

I elect to use the **weekly** rate

➤ Monthly payment contract will be created by the Childcare Director based on drop-off and pick-up times

**Drop-off time:** \_\_\_\_\_ **Pick-up time:** \_\_\_\_\_

**Option 2** – Childcare will be used on an **as-needed basis** (Preschool childcare is only available on days your child attends preschool)

**Option 3** – Childcare will be needed on days where school is (check all that is applicable):

Delayed  Canceled  When School is not in session

A \$25 enrollment fee will be added to your first billing.

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### Names of other children living in the home:

Name \_\_\_\_\_ Gender \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ Gender \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ Gender \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

**Students new to the school are accepted on probation to make sure that educational placement at MCES meets academic / behavioral needs.**

**Non Discrimination Policy:** In accordance with Christian principles, the Monroe Catholic Elementary Schools admit students of any gender, race, color, or ethnic origin to all the rights, privileges, programs, and activities. In addition, the school will not discriminate on the basis of gender, race, color, or ethnic origin in administration of its educational policies, scholarships, athletics, fee waivers, and extracurricular activities. In addition, the school is not intended to be an alternative to court administrative agency ordered, or public school district initiated desegregation.

The philosophy of Monroe Catholic Elementary Schools concerning admission is based on the belief that children have diverse capabilities and individual patterns of growth and learning. Because resources for special educational services are limited, we cannot always meet the special needs of some students. In this situation, every effort will be made to assist the family with enrollment in another Catholic school, or public school, offering specialized programs to meet individual needs.

Please **sign below** to indicate that you have read this form. Each parent, as a natural guardian of his/her child, is presumed to have full authority regarding tuition, record release and enrollment, unless a court order restricts their authority. If custody is given by the courts to one parent, that parent has responsibility for communication and financial obligation. The Buckley Amendment requires that non-custodial parents be given information about the student's progress in school as well as unofficial copies of report cards unless there is a court order to the contrary.

All tuition deposits for MCES are non-refundable.

\_\_\_\_\_  
Print Mother's Name

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Father's Name

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

\_\_\_\_\_  
Date