

**2019-2020**  
**Preschool – 8<sup>th</sup> Grade Enrollment Application**



Student **Last Name:**

**Gender:**  F  M

Preschool 3yr:  3 full-days,  5 ½ days,  5 full-days. A full day is 7:45am-2:30pm and does not include latchkey.

Preschool 4yr:  3 full-days,  5 ½ days,  5 full-days. A full day is 7:45am-2:30pm and does not include latchkey.

2019-2020 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: \_\_\_\_\_

---

### 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)
- 

### Latchkey

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

If this student is in PreK 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*

---

### Family Requirements

#### **Service Hours**

- Each family with students PreK-8 is required to complete 20 service hours completed at MCES related activities or non-liturgical activities within St. John, St. Mary or St. Michael between July 1 and June 30 or \$200 charge will be applied to your account.

#### **Fundraising - Raffle**

- As part of the tuition commitment and in addition to the tuition rates listed above, PreK-8 families are required to sell 15 raffle tickets at \$20 each or a charge of \$300 will be applied to your tuition account.
- 

#### 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