

Declaration of Student Status

To best serve students and properly schedule staff, it is important the STEMsteps is aware of your child's enrollment status. This form must be completed upon initial enrollment, and if there are any changes to student enrollment status. Changes must be submitted two weeks in advance of the effective date and are subject to availability. If you do not provide two weeks written notice for changing status, you will be responsible for paying 50% of the current plans monthly tuition. **CHANGES WILL NOT BE ACCEPTED AFTER MARCH 1** (see handbook).

Program enrolling/withdrawing

10-month (academic year only) _____ 12-month program: _____

I, _____ would like to withdraw my child from STEMsteps prior to completing the academic year. Early Withdraw Date: _____

Early withdraw is subject to \$150 charge and 50% of monthly tuition for not completing the program as anticipated.

***Kindergarten Enrollment Status:**

School day only (9am-3pm): _____

Before and After School Care _____

Before or After School Care (please specify) _____

***Toddler, Preschool and Pre-K Enrollment Status (check all that apply):**

Full-time: (defined as 5 days a week)

Part-time: *Please circle days of the week your child will be attending*

M T W Th F

Before **and** After School Care

Before **or** After School Care (please specify) _____

My child will be enrolled in STEMsteps (Kindergarten, Pre-K, preschool, or before/after school) program as outlined above. I am aware that any additional days outside of the days declared, will be charged at the drop-in daily rate. Drop-in days where before and after school care is required will also be charged the drop in before/after school care rate. Any changes made to enrollment without proper written notice will follow the guidelines listed in the parent handbook.

Approximate Arrival Time Daily _____

Parent's signature: _____

Approximate Pick up Time Daily _____

Date _____