



5900 Buckwheat Road, Milford OH 45150 (513) 575-9900 - Office (513) 575-1078 - Fax

STUDENT REGISTRATION

(PLEASE PRINT – Custodial parent must complete this form.)

Family Name: _____ Parish Name: _____

Student Information

School Year: _____ Age Group: _____ Siblings Enrolled: Yes _____ No _____

Public School District of Residence: _____

Public Elementary School of Residence: _____

Name: Last _____ First _____ Middle _____
(Name must be as it appears on birth certificate)

Prefers to be called: _____ Male ___ Female ___ Religion: _____ Race: _____

Birth Date: _____ Birthplace: _____
(Month) (Day) (Year)

Home Address: _____
(Street) (City) (State) (Zip)

Family Email: _____ Family Phone #: _____

What language does this student most frequently speak? (ex. English, Spanish, etc.) _____

Does your child have any allergies or other health concerns of which we should be aware? If so, please explain:

Are there any emotional concerns that you have about your child? If so, please explain: _____

School Last Attended (If Applicable): _____

Birth Parents: Married _____ Separated _____ Divorced* _____ Single _____ Court Order _____

Child lives with: Both Parents _____ Mother _____ Father _____ other _____

* If divorced, who has custody? _____
(Legal custodial document must be on file with the school.)

(If child resides with someone other than natural parent, evidence of legal custody must be presented and filed with school. If legal documents are not available, a letter from an attorney explaining efforts to obtain custody must be sent to school within 10 days and a copy of custodial papers must be submitted within sixty (60) days after enrollment.)

Mother/Guardian Information

Salutation: Dr. _____ Mrs. _____ Ms. _____ Miss _____
 Name: Last _____ First _____ *Maiden* _____
 Address: _____
(If not same as student) street city state zip

Marital Status: Married _____ Separated _____ Divorced _____ Single _____
 Relationship: Birth Mother _____ Stepmother _____ Adoptive Mother _____ Guardian _____ Deceased _____

Religion:	Birthplace:
Employer:	Occupation:
Work Phone:	Cell Phone:
Home Phone:	Email:

Father/Guardian Information

Salutation: Dr. _____ Mr. _____
 Name: Last _____ First _____
 Address: _____
(If not same as student) street city state zip

Marital Status: Married _____ Separated _____ Divorced _____ Single _____
 Relationship: Birth Father _____ Stepfather _____ Adoptive Father _____ Guardian _____ Deceased _____

Religion:	Birthplace:
Employer	Occupation:
Work Phone:	Cell Phone:
Home Phone:	Email:

Please check this box to allow us to text your cell phone with important school messages
 Please write in the email you wish to have published in the SASEAS directory: _____

Emergency Contact Information

(If the above parent(s)/guardian(s) cannot be reached, please list a local emergency contact.)

Emergency Contact Name: _____
 Relationship of Emergency Contact to student: _____
 Home Phone # _____ Cell # _____

My signature below certifies that I am a custodial parent of the child named above and the information given above is true and accurate to the best of my knowledge. I understand that if my child is accepted any registration fees paid are non-refundable and I agree to pay all tuition charged by SASEAS Preschool on a timely basis in order to assure continuous enrollment and release of records. Requested Preschool sessions cannot be guaranteed.

 (Signature of Custodial Parent)

 (Date)

For Office Use Only

REGISTRATION FEE PAID	YES	NO	AMOUNT	CHECK #	CASH
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PART II – PROGRAM CHOICES

Please check your class day and time preference. Indicate first, second, and third choice by using the numbers: 1, 2, 3. **We cannot guarantee your first choice.**

Three-Year Old Program – This class is for students who will be **3-years old by September 30th, 2020** and are toilet-trained.

- 3-day A.M. 8:30-11:30 a.m. (Mon., Weds. & Fri.)
- 2-day A.M. 8:30-11:30 a.m. (Tues. & Thurs.)
- 2-day P.M. 12:15-3:15 p.m. (Tues. & Thurs.)

Four-Year Old Program – This class is for students who will be **4-years old by September 30th, 2020** and are toilet-trained.

- ~~5-day A.M. 8:30-11:30 a.m. (Mon. – Fri.)~~ **FULL**
- ~~3-day A.M. 8:30-11:30 a.m. (Mon., Weds., & Fri.)~~ **FULL**
- 2-day A.M. 8:30-11:30 a.m. (Tues. & Thurs.)
- 2-day P.M. 12:15-3:15 p.m. (Tues. & Thurs.)
- 3-day P.M. 12:15-3:15 p.m. (Mon., Weds., & Fri.)

Five-Year Old Pre-K Program – This class is for students who will be **5-years old by September 30th, 2020** and are toilet-trained.

- ~~5-day a.m. 8:30-11:30 a.m. (Mon. – Fri.)~~ **FULL**

PEDAL Program (Preschool Extended Day and Lunch) –The PEDAL Program is for students that will be **4 or 5 years old by September 30th, 2020**, who wish to turn their half day preschool day into a whole day. PEDAL **includes Lunch Bunch** (so no need to sign up for Lunch Bunch) and an afternoon of story time, structured play, enrichment activities, and rest time. Please see the 2019-2020 Tuition/Fee Schedule for pricing information. Add the cost of your child’s morning session and the corresponding PEDAL program to get your total tuition cost.

- 5-day p.m. 11:30-3:15 (Mon. – Fri.)
- 3-day p.m. 11:30-3:15 (Mon., Wed., & Fri.)
- 2-day p.m. 11:30-3:15 (Tue. & Thurs.)

PART III: ADMISSION POLICY

Applicants who register on the assigned registration day will be admitted according to the following policy.

A. Registration Day-(Only applies to those who register on January 26th, 2020)

- 1 First priority admission will be given to preschoolers currently enrolled in our program, their siblings, and siblings of current SASEAS students. First priority will also be given to active St. Elizabeth Ann Seton and St. Andrew Parishioners. If the number of current students, siblings, and active parishioners exceeds capacity at this level, students will be chosen by lottery.
- 2 The next priority will be given to non-parishioners. If the number of applicants at this level exceeds capacity, students of non-parishioners will be chosen by lottery.
- 3 Upon reaching quota for enrollment, the remaining names will be placed on a waiting list according to lottery.

B. Late Registration – Applies to registrations received after January 26th, 2020.

- 1 After registration day, new applicants will be accepted or placed on a waiting list on a first come, first serve basis.

C. **Terms and Conditions of Enrollment**

- 1 A non-refundable registration fee of \$85 must accompany this form. This fee covers administrative costs and does not apply toward tuition. Check is payable to: Seton Preschool. If you are not accepted into the program, the registration fee will be refunded. ***ONCE ACCEPTED INTO THE PROGRAM; THIS FEE WILL NOT BE REFUNDED FOR ANY REASON.***
- 2 If we are unable to adequately fill a class, we reserve the right to make the necessary adjustments in our programming. The preschool Director will notify the parents prior to the starting day of school of any changes that occur.
- 3 The preschool reserves the right to recommend the withdrawal of a child whose needs are not met by the program.
- 4 Children, whose medical forms have expired or are incomplete, will be excluded from the program until forms are brought up-to-date per state licensing requirements.

I have read and understand the “Admission Policy” of St. Elizabeth Ann Seton Preschool. I understand first choices are not guaranteed due to size and requirements of class structure. I understand that once I am accepted into the program, the registration fee is not refundable for any reason.

Parent’s/Guardian Signature: _____ Date: _____