

Trinity Lutheran Kindergarten

(Current Trinity Students)

1174 Mill St
Gardnerville, Nevada 89410
775-782-KIDS (5437)
775-783-9862 (Fax)
director@trinitygv.com
www.school.trinitygv.com



Registration Packet

Registration Documents for Kindergarten Registration

Instructions:

1. Complete all documents clearly and completely. PLEASE PRINT.
2. Your child may not start school until we have ALL of these documents.
3. Please attach a copy of your child's birth certificate
4. Remember to bring a current copy of your child's immunization records.
5. Annual registration fee must be included with your registration package.
6. The PARENT HANDBOOK has vital information to your child's attendance. BE SURE TO READ THE ENTIRE HANDBOOK! You are accountable for the rules and regulations in the handbook.
7. If you need help or explanation with any of the items in this Registration Package or the Parent Handbook, please see the Director or Financial Manager in the front office for assistance.

REGISTRATION FORM #K1

Please Print.

Include your registration fee of \$300.00 to this package.

Remember, if any of this information changes to inform the Center as soon as possible.

Child's Name: _____ Date of Birth _____

Enrolling Parent/Guardian: _____ Social Security _____

Mailing Address: _____ Home phone: _____

Cell Phone _____ Work Phone _____ Occupation _____

Email Address: _____

Parent/Guardian: _____ Social Security: _____

Mailing Address _____ Home Phone _____

Cell Phone _____ Work Phone _____ Occupation _____

Email Address: _____

Authorized Person(s) for pick-up – These people will have codes for checking your child in/out of the Center.

Name: _____ Relationship _____ Phone: _____

Name: _____ Relationship _____ Phone: _____

Name: _____ Relationship _____ Phone: _____

Name: _____ Relationship _____ Phone: _____

Remember, if any of this information changes to inform the School as soon as possible.

Baptism date: _____ Name of Church Home: _____ Looking for Church Home _____

Trinity Lutheran Kindergarten is operated as an exempt school under the provision of NRS 394.211 and as such is exempt from the provisions of the Private Elementary and Secondary Education Authorization Act.

I, _____, am aware that I have the right to request and view any complaints the facility has received from the month my child(ren) enrolled in and the previous 12 months.

Signature of Parent/Guardian: _____ Date _____

Date Registered _____ Office Use Only Amount Paid _____ Check # _____
First Day _____ Teacher _____ Last Day: _____ Reason _____

Birth Certificate _____ Immunization _____ E-mail Sign-up _____

Kindergarten Financial Agreement

Form #2K

I agree to enroll my child (name) _____ in **Trinity's Kindergarten** program with a registration/book fee of **\$300** and tuition fee of **\$4,120.00** to be paid in full or \$108.42 per week/month through the **Tuition Express Program** which is the required form of payment, unless paying in cash.

I have received and read a copy of the Parent Handbook sent forth by Trinity Lutheran Preschool and Kindergarten. I agree to adhere to said policies and procedures.

I UNDERSTAND AND AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

* Trinity Lutheran Kindergarten is operated as an exempt school under the provision of NRS 394.211 and as such is exempt from the provisions of the Private Elementary and Secondary Education Authorization Act.

*Payments are due monthly or weekly, IN ADVANCE. TLPK operates solely from tuition and donations. If your child participates in the before and after school program there will be an extra charge at the rate of \$40.00 per week.

A school calendar will be provided either in hard copy form or you may download a copy from the website at www.school.trinitygv.com so you are aware of when our Kindergarten Program will be closed; at which time you may choose to have your child participate in the Child Care Program (see rate sheet for schedule).

*No tuition credit is given for holidays. See the Parent Handbook.

*Kindergarten is dismissed at 2:00pm. If your child is not picked-up by 2:10pm they will be enrolled in the Child Care Program for the afternoon and you will be assessed the current fee for the day (*see rate sheet).

*Registration fee and all tuitions are non-refundable. There is a \$25.00 service charge on all returned transaction. **Rates are subject to change with 30 day notification.**

In the event of an emergency, I understand that Trinity Lutheran Preschool & Kindergarten is not financially responsible for any emergency vehicle transportation costs or for any medical care or costs incurred by my child/children as a result of TLPK initiating this care.

I agree to notify TLPK in writing two weeks prior to withdrawal of my child. If you choose to withdraw your child and you do not notify TLPK in writing, TLPK will hold you responsible for the tuition you owe as a result of your child holding a position which would otherwise be filled. This agreement can be canceled at any time by Trinity Lutheran Preschool & Kindergarten including but not limited to:

1. Non-payment of fees.
2. Non-compliance with policies and procedures.
3. Any action which results or may result in the disruption of the smooth and efficient operation of the facility.

Date: _____ Signature Parent/Guardian: _____

Date: _____ Signature Parent/Guardian: _____