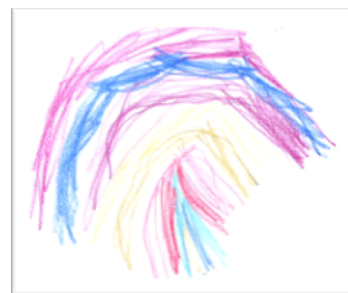




Enrollment Application





Enrollment Application



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Enrollment Application



MISSION STATEMENT

We work to provide excellent childcare in a safe, ecologically respectful, and nurturing cooperative environment. Our curriculum fosters the support and development of each child’s cognitive, physical, social, and emotional growth through active learning and exploration, experimentation, and creative expression. We are committed to building a strong community, home, and school partnership and value the diversity and uniqueness of each child, family, and staff member.

Application Form for Enrollment

Please select one: New Enrollment or Re-Enrollment

Child’s Name: _____ Date of Birth, Expected due date, or Expected adoption date: _____

Gender: F M Sibling(s) attending or applying: _____

Enrollment plan desired (select one): Full week care Partial week care First Available

If interested in a partial week schedule, please select desired option: MWF or TTh

Requested starting date (leave blank if re-enrolling): _____

Name of center child currently enrolled in (if applicable): _____

Parent/Guardian Name: _____ Social Security Number: ____-____-____
Custodial Parent? Yes No (Non-parent guardians must submit guardianship papers)
Home phone: _____ Work phone: _____ Cell phone: _____
Address: _____ City: _____
Zip: _____
Email: _____

Parent/Guardian Name: _____ Social Security Number: ____-____-____
Custodial Parent? Yes No (Non-parent guardians must submit guardianship papers)
Home phone: _____ Work phone: _____ Cell phone: _____
Address: _____ City: _____
Zip: _____
Email: _____



Enrollment Application



Application Process for New Enrollment

A family can apply for enrollment and/or enter a child on the waiting list by completing an application (one application per child) and submitting a \$25.00 non-refundable application processing charge. Completion of the application does not guarantee enrollment. Families are encouraged to place their children on the waiting list as soon as possible, even in anticipation of a need (i.e. children not yet born).

When a family is offered priority for enrollment, they will be given 2 business days to confirm by submitting the \$100 non-refundable registration fee and the \$150.00 non-refundable materials fee. A family that declines the slot shall be provided written verification that the slot was denied and will be moved to the end of the list should they desire to remain on the list. Families will be asked to update the application annually, but will not be required to pay a re-application processing charge.

Priority for eligibility is given according to the following guidelines:

1. Children of Co-op Staff
2. Returning Children
3. Children of families currently attending (i.e. siblings)
4. Children of the community

I certify that the information on this request is correct to the best of my knowledge. I hereby give permission for this information to be verified by The Child Development Cooperative. Falsified information may result in the loss of eligibility for the services provided by The Child Development Cooperative.

Signature of Applicant

Date

Bring by the office or mail completed application and a non-refundable processing charge of \$25.00 (payable to The Child Development Cooperative, LLC) to:

The Child Development Cooperative
c/o Application and Enrollment
P.O. Box 66574
Baton Rouge, LA 70896



Application Process for Re-Enrollment

A family automatically re-enrolls their child (ren) by doing nothing. If you do NOT intend on returning, then a two week notice, in writing, must be provided before the deadline for enrollment. Otherwise, each child is automatically considered enrolled. If you do submit your two week notice and change your mind, you must re-submit the above application, check the **re-enrollment** box, and return the application by the deadline. See calendar or director for details on deadlines. If the re-enrollment application is not completed by the deadline, then all fees are applicable and the child will be considered a new enrollment and subject to the guidelines as stated in the application process for new applications section. Completion of the application does not guarantee enrollment.

Families will be asked to update all other required enrollment **forms** annually (as stated by licensing guidelines), but will not be required to pay any re-application processing or registration charges. Every child will be subject to the materials fee once per year, due upon confirmation of enrollment. This materials fee helps to cover supplies, art materials, resources, and other used by your child all year long.

Priority for eligibility is given according to the following guidelines:

1. Children of Co-op Staff
2. Children of families currently attending (i.e. siblings)
3. Re-enrolling children
4. Children of the community

I certify that the information on this request is correct to the best of my knowledge. I hereby give permission for this information to be verified by The Child Development Cooperative. Falsified information may result in the loss of eligibility for the services provided by The Child Development Cooperative.

Signature of Applicant

Date

Bring by the office or mail completed application and a non-refundable processing charge of \$25.00 if applicable (payable to The Child Development Cooperative, LLC) to:

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