

Clifford After-School Enrichment Class Registration Form

How to Register:

Complete a separate registration form for each student. A check or money order is necessary for each student and each class.

All registrations will be accepted either on-line or in person.

You can register at the front office with a completed form and check/money order made payable to instructor or organization. If you are registering your child for more than one class please make sure to write a separate check for each class. Classes will fill on a first come, first serve basis.

Minimum/Maximum Enrollment:

A minimum number of students is required for each course, if the minimum enrollment is not met the course will be cancelled and a full refund will be mailed. Once the class is full, registrations will no longer be accepted. It is a first come, first serve basis.

Confirmation:

Most classes will be confirmed the week before classes start. Parents you will be contacted if the class will be cancelled due to low enrollment, or if the class is cancelled by the provider.

Refunds:

Refund requests must be received before the first day of scheduled class for a full refund. If a class is cancelled after the start date a pro-rated amount will be refunded by the provider.

Student Conduct:

Students attending enrichment classes must follow the Clifford Code of Behavior and School Rules. The class instructor has the right to dismiss any student if the child is not behaving appropriately. This will be done without a refund.

Day Care Students:

Students who are enrolled in the day care program (NKC) must first check in with day care staff before they go to their enrichment class.

Emergency Class Cancellation:

In the unlikely event that a class has to be cancelled on a day it is scheduled (i.e. instructor illness) students and parents will be notified as soon as possible. Due to weather, an outdoor class maybe moved indoors or postponed.

Please provide the following information along with your signature:

Name of Student _____ Grade _____ Teacher/ Room # _____

Parent/Guardian Name _____ Phone #s _____

Street Address _____ City _____

Email: _____

Health Conditions/Allergies _____

After class, child will...

_____ go to Kids Corner _____ walk home/walk to pick up circle _____ will be picked up from the classroom

Name(s) of person picking up child _____

Class	Day/Time	Cost

Signature _____ Date _____