



## Registration Form 2019/2020

Only completed registration forms will be received. Registration is not complete until parents have submitted the following:

- A Complete Registration Form
- A Complete Preauthorized Debit Plan Agreement
- \$50 Non-Refundable Registration Fee

Fees and Schedule:

Number of days per week	Half-Day Monthly fees	Full-Day Monthly fees
1	100	220
2	190	400
3	240	520
4	285	640
5	325	750

Please Check Class and Circle or Underline Days of Choice:

Morning Class (9:00 am to 12:00 pm)        Monday - Tuesday - Wednesday - Thursday - Friday

Afternoon Class (12:30 pm to 3:30 pm)        Monday - Tuesday - Wednesday - Thursday - Friday

Full Day Class (9:00 am to 3:30 pm)        Monday - Tuesday - Wednesday - Thursday - Friday

\_\_\_\_\_ Female\_\_\_ Male\_\_\_    Language(s): English/Cantonese/Perdu/Mandarin  
 Child's First Name    Last Name    Spoken    Arabic/Spanish/Other \_\_\_\_\_

\_\_\_\_\_    \_\_\_\_\_    Birth date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Child's Address    Postal Code    day    month    year

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Mother's First Name    Last Name    Email Address    Home Telephone Number

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Address (if different from child)    Postal Code    Cell Number    Yes or No    Ages:    Siblings

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Father's First Name    Last Name    Email Address    Home Telephone Number

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Address (if different from child)    Postal Code    Cell Number

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Child Emergency Contact (cannot be a parent)    Relationship    Address    Cell Number

I hereby grant permission for my child to be included in evaluations, photographs, videos or interviews connected with the school program. I understand my child's photograph may be used on the Melodies Preschool Website and Pages.

I hereby acknowledge that the Director will take whatever steps necessary to obtain emergency medical care for my child, and/or to evacuate the preschool in case of accident, sickness, or serious injury, if warranted. These steps may include (but are not limited to) an attempt to contact parent, guardian, or emergency contact person. If any of the stated is unsuccessful, we will call another physician, activate Emergency Medical Services or have child transported to the hospital in care of a staff member. Please note that all expenses (100%), if any, will be borne by the child's family.

I / We have been informed of the **Behavior Guidance Policy and the Potty Training Policy, if applicable.** Melodies Preschool will not be held responsible for anything that may occur as a result of false information given at the time of enrollment or withheld after.

WITHDRAWAL: 30 Days Notification on the 1<sup>st</sup> of the Month (refer to our Withdrawal Policy on our website and in the Parent Handbook for more info)

**I AGREE TO ALL OF THE TERMS OUTLINED ABOVE:**

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 Parent / Guardian Name    Signature    Date

**CHILD INFORMATION**

1. Are your child's immunization records up-to-date? Yes or No  If no, please sign \_\_\_\_\_.

2. Has your child attended a preschool program Yes or No

If yes, please state where: \_\_\_\_\_

3. Does your child have any allergies?  Yes or No

If yes, please state type and reaction. \_\_\_\_\_

4. Do you have any expectations for your child at preschool?

\_\_\_\_\_

5. Do you have any concerns about your child?

\_\_\_\_\_

6. Does your child require a full-time aide?  Yes or No

If yes, please explain. \_\_\_\_\_

\_\_\_\_\_

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**PICK UP POLICY**

At Melodies Preschool if parents are unable to pick-up their child we do allow family members or friends of the family to pick-up a child from class. In order to permit this, we need your authorization. Please fill in the following information for our files.

If there are family or friends to pick up your child when you are not available, please add them here.

1. \_\_\_\_\_  
First Name Last Name Home Telephone Cell Telephone  
Relationship to Child \_\_\_\_\_

2. \_\_\_\_\_  
First Name Last Name Home Telephone Cell Telephone  
Relationship to Child \_\_\_\_\_

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Please Complete the Pre-Authorized Debit Plan Agreement below:

I authorize **Melodies Preschool Ltd.** to begin the deductions of my child's preschool fees on a monthly basis.

The amount of \$50 non-refundable Registration Fee will be deducted upon registration and the full amount of \$\_\_\_\_\_ will be debited to our specified account on the first day of each school month so long as my child is enrolled in the program.

There will be a \$30 NSF charge for all Non-Sufficient Funds on payments

I have certain recourse rights if any debit transaction does not comply with this agreement. I have the right to receive full reimbursement for any payment that is not authorized or is not consistent with this agreement.

**Please Print**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Type of Service: Personal                      Business

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number (Bus.): \_\_\_\_\_ (Res.): \_\_\_\_\_

**Financial Institution:** \_\_\_\_\_

FI Account Number: \_\_\_\_\_ FI Transit Number \_\_\_\_\_ - \_\_\_\_\_  
(Branch – 5 digits; FI – 3 digits)

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_