

2011-2012 Registration Form
Sierra Elementary School

Fall 2011 student registration is now open. Sombrero Time Spanish Immersion Classes will run from September 6, 2011 through May 31, 2012. After school sessions are held on campus from 2:30-3:15 Tuesday-Friday in conjunction with the RUSD calendar. Please complete all forms and include a nonrefundable check for registration. The registration fee is \$50 per student. Tuition is \$175 per month. Tuition for a second student is discounted to \$124. We must receive all forms by May 15, 2011 to secure your student's seat for class next Fall. Once we receive your registration forms we will contact you to confirm placement of your student.

1st Student: _____ M or F: ____ DOB _____

School: _____ Grade Level Fall 2011: _____

2nd Student: _____ M or F: ____ DOB _____

School: _____ Grade Level Fall 2011: _____

Home Phone#: _____ Age: _____

Address: _____

City: _____ Zip Code: _____

Parent/Guardian _____ Work # _____ Cell# _____

Email Address _____

Parent/Guardian _____ Work # _____ Cell# _____

Email Address _____

Please initial one of the statements below to complete registration:

-I give Sombrero Time permission to use any media taken during class for promotional purposes: _____ (initial).

-I decline to give Sombrero Time permission to use any media taken during class for promotional purposes: _____ (initial).

Registration Check List

- Fall 2011 Registration Form
- Medical Release Form (one form per child)
- Fall 2011 Tuition Payment Form (one form per family)
- \$50 per student non refundable registration payment

Medical Release Form

I, _____ hereby give consent to Sombrero Time to obtain all emergency medical or dental care prescribed by a duly licensed physician (M.D) or dentist (D.D.S.) for _____ . I also agree to pay all the costs and fees contingent on emergency medical care or treatment for this person as secured or authorized under this consent.

NOTE: Every effort will be made to notify the parents/ guardian, etc. in case of an emergency. In the event of an emergency please provide the following information:

Physician's Name: _____ Phone Number: _____

Preferred Hospital: _____

Address: _____ Phone: _____

Dentist's Name: _____ Phone: _____

FOOD ALLERGIES: _____

DRUG ALLERGIES: _____

IN THE CASE A PARENT OR GUARDIAN IS UNAVAILABLE PLEASE PROVIDE AN EMERGENCY CONTACT:

Emergency Contact: _____ Relationship: _____

Phone: _____ Cell: _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

2011-2012 Tuition Payment Form
Sierra Elementary School

In order to start Automatic Credit or Debit Card billing complete the appropriate section below and sign the form. All requested information is required. Upon approval, Sombbrero Time will automatically bill your credit or debit card for the amount indicated and your total charges will appear on your monthly statement. You may cancel this automatic billing service at any time by contacting us. Otherwise, Sombbrero Time will cancel billing after your May 1, 2012 payment. Circle the applicable class and complete payment option #1 or #2.

Class	Monthly Cost
After School Spanish-Sierra Elementary-1 Student	\$175
After School Spanish-Sierra Elementary-2 Students	\$299

Option #1: Credit/Debit Card Billing Authorization

Effective September 1, 2011 I, _____ authorize Sombbrero Time to bill the following account as indicated above. Tuition payments will be debited from the account indicated below on the first day of each month starting September 1, 2011 through May 1, 2012.

Circle One: VISA or MASTERCARD

CARD NUMBER: _____ EXPIRATION DATE: _____

3 DIGIT SECURITY CODE: _____ CARDHOLDER NAME: _____

CARD BILLING ADDRESS: _____

AUTHORIZED SIGNATURE _____ Date _____

Option #2: Bank Bill Payment Agreement

I agree to set up recurring bank bill transactions with my financial institution for the purpose of making timely tuition payments to Sombbrero Time. Checks generated from my financial institution will be made to the order of Sombbrero Time and delivered to the mailing address indicated below NO LATER THAN the 1st of each month. Recurring bank bill payments will commence on September 1, 2011 and end on May 1, 2012.

AUTHORIZED SIGNATURE _____ Date _____

2011-2012 Tuition Payment Policy

Please initial and return with your registration packet:

- Tuition is due on the 1st of each month and is payable via either automated Bank Bill pay, Credit or Debit card.
- All credit/debit card information is stored in an secured database for your protection. All hard copy payment forms are destroyed after data entry into the secured database.
- Hand written checks are generally not accepted and only when approved on a case per case basis.
- Tuition is considered delinquent on the 7th of the month, at which time a \$50 late fee will be applied to your account. On time payment ensures your child's seat is secured for the school year. Tuition is amortized over the school year and is not reduced for vacation, sickness or absences.
- A 16% family sibling discount is available per the published tuition schedule for 2011.
- Annual registration fees are non-refundable and cover student workbooks & class room supplies.
- If, for any reason, you choose to discontinue your student from Sombrero Time we require a 30 day written notice to be provided.

I have read and understand the Sombrero Time Tuition Payment Policy:

Initial: _____

Date: _____