

Re-enrolling for 2018-2019 at Colonial Christian School

Along with these directions, you will receive six documents, an important informational brochure, a CCS brochure, and a personalized special gift in your enrollment packet. They are the **Statement of Cooperation**, the **Media Release Form**, the **Pick-Up Card**, the **Uniform Policy Agreement**, the **Parent Survey**, and the **Technology Agreement** (which only applies to students entering 7th to 12th grade).

Parents who choose to re-enroll their students from K-3 to 12th grade will need to fill out these documents and include \$150.00 early registration fee per child or pay online using their Facts account.

In addition, an appointment needs to be set up with Ms. Salcido (Veronica) at a computer station to confirm addresses on file, emails, phone numbers, etc. This will ensure the accuracy of the information we have on file and correct any possible errors or new changes. The appointment will take no longer than 15 minutes if you have thoroughly read and signed the four forms you received in this packet, 5 forms for those entering 7th to 12th grade. The appointments will start on the 10th of January and will be until January 31st for **early registration**. Just a reminder, many elementary classes are capped and it is crucial you re-enroll early to avoid losing your child's seat. Also please keep in mind, registration fees are non-refundable.

The hours for the appointments are as follows:

Monday to Friday
8:30am to 12:00pm
1:00pm to 3:00pm
4:00pm to 4:30pm

If you prefer not to come in person, you may choose to download the **Re-Enrollment Form** from our website and fill it out and turn it in with your registration package.

To be fully registered for 2018-2019, you will need:

1. An appointment or the re-enrollment forms filled out for each child.
2. All forms which include the Statement of Cooperation, the Media Release Form, the Pick-Up Card, and the Technology Agreement if it applies. (grades 7th to 12th)
3. An early registration fee of \$150.00 per child on your FACTS account online.
4. If parents choose the option to continue monthly payments, a FACTS account needs to be renewed and the fee is \$46.00 paid directly to them. This will conclude the registration process.

Please do not delay to establish your **re-enrollment appointment**. Clearly we cannot meet with 155 families on the last 2 days of the enrollment period. If you have any questions, please feel free to contact the office. We are eager to support you in securing your child's seat at CCS for the 2018-2019 school year.

Discounts for Early Payment of Fees:

Registration Fee:	\$50 discount (\$25 for K3-K5)	if paid by 1/31
Technology Fee:	\$25 discount	if paid by 2/28
Curriculum Fee:	\$25 discount	if paid by 4/30