# **ENROLLMENT INTENT ACADEMIC YEAR: 2015-2016**

Please submit one Enrollment Letter of Intent and the tuition deposit of \$500.00 for each Preschool and Junior School child and return to the Head of Admissions.

STUDENT'S FULL NAME	: (please print)		GRA	DE:
LANGUAGE INTEREST:	o SPANISH	o FRENCH	o CHINESE	o GERMAN
PART-TIME (Reception (	ONLY):			
RESPONSIBLE PARENT(S	S)/GUARDIAN(S):			
ADDRESS				
CITY	STATE_		ZIP	
PHONE NUMBER(	S)			
EMAIL ADDRESS(S	5)			
opens, students will be gof \$500.00 was received guarantee of acceptance of acceptance of the Enrollment Proceducters and the \$500 depo	given open spots in the light of the light o	the order that this understand that ent my child is not epted, s/he will be ollment Contract, tuition balance. I	s letter, accompanie this Letter of Enrolli accepted the Tuitio e on academic and s must be completed /we also understand	n Deposit will be refunded ocial probation and that
Primary Guardian				
	Signature	Na	ame	Date
Secondary Guardian				
	Signature	N	lame	Date

# **Registration Application - Family**

Please submit **one** completed Family Form per family **plus** one completed Student Form per child. While we need to have details of both parents, if you do not wish to submit a combined Form you may choose to submit two individual forms – if so, please indicate whether this information is to be kept from the other parent. If you have previously submitted a Family Application, you do not need to re-submit this Form.

Section A:

Father's Name		
Father's NameFirst	Middle	Last/Surname
Occupation	Job Title	
Name of Company		
Telephone(s)	Fax	
Address of Company		
Mobile Phone	E-mail	
Section B:		
Mother's Name	Middle	Last/Surname
Occupation	Job Title	
Name of Company		
Telephone(s)	Fax	
Address of Company		
Mobile Phone	E-mail	
Section C :		
Student's Name	Middle	 Last/Surname
Name Generally Used		Lasty Surname
Date of Birth	Country of Birth	
Nationality	First Language	

Names of Siblings:			
Name	Class	Language	
Section E:	<u> </u>		
How did you find out a	about the International Scho	ool of Tucson? Please be specific.	
Section F:			
children and the \$50.0 a place will be offere completed in respect	OO Registration Fee(s) paid.  ed to my / our child(ren) ar of my/our child(ren)'s fees	n Form – Student" must be completed I / we also understand that Registration and that if a place is offered, an "Enrol before s/he/they may enter class. The estand the foregoing, and agree to the t	n does not guarantee that Iment Contract" must be execution of this <u>binding</u>
	(All signatures should be	e originals; please use blue or black ink.)	
Primary Guardian _			
	Signature	Name	Date
Secondary Guardian	Signature	- ————————————————————————————————————	 Date

Section D:

The International School of Tucson is an equal opportunity school and does not discriminate on the basis of race, sex, creed or national origin.

### Personal Profile - Preschool

The International School of Tucson (IST) values both the prospective student and the participation of the parents whose children we serve. So that we may better understand your motivation for enrolling your child at IST, as well as the priorities you have for your child's care, we kindly ask that you take a moment to answer the following questionnaire.

CHILD'S NAME	BIRTH DATE
	e?
	raumas, or unsettling events about which we should be aware?
Do you anticipate any unsettling events (ne	ew baby, hospitalization, move, separation, divorce, etc)?
Does your child have any dietary restriction Please speak directly to your child's teacher	ns? Yes No If yes, please describe at the end of this form. er before school begins if it is serious.
	after-school activities during the school year?Yes No
Please comment on your child's current sle	eep/nap schedule
SELF-HELP SKILLS:	
Does your child dress himself/herself? Yes, with a little help	He/she is usually dressed by an adult
Does your child take care of his/her own to Yes Most of the time	oileting needs? ne Needs some help Needs a great deal of help
LANGUAGE AND COGNITIVE DEVELOPMEN	NT:
Has your child had previous experiences wi	ith formal groups of children? YesNo
What language(s) are used in the home, an	nd by whom?
If so, what, when, and how often?	
When did your child begin to talk?	Do you have any concerns about his/her speech?
Can your child's speech be understood by r	nost people familiar to your child?
Yes, always Y	es, most of the time Not yet easily

Did your child receive any special educational services at his/her previous school?
Did you child have an "Individualized Education Program (IEP)" at his/her previous school?
Does your child have difficulties that interfere with his/her ability to learn?
Has your child been identified as gifted/talented?
Has your child ever had speech, hearing, educational, or language evaluation? If so, please discuss result at the
end. A copy of the evaluation would be helpful to us in learning about your child's needs and how we could implement
any recommendations.
COGNITIVE DEVELOPMENT:
Can your child count out loud? Not yet To 5 To 10 To 20
Do you (or any other primary caregiver) read books with your child?
Daily Frequently Occasionally Less than twice a week
Does your child maintain attention to the end of a storybook read to him/her?
Yes, a great deal Occasionally Not very often
MOTOR DEVELOPMENT:
Does your child show an interest in using markers and/or crayons?
Yes, a great deal Occasionally Not very often
Has your child had the opportunity to use the following?
Scissors:Frequently Occasionally Not often Never
Glue:Frequently Occasionally Not often Never  Pens:Frequently Occasionally Not often Never
Can your child easily follow:
- a single direction or request? (i.e. Please pick up your toy.)
Most of the time Sometimes Not yet
<ul> <li>a two-part direction or request? (i.e. Please get your book and put it away.)</li> <li> Most of the time</li> <li> Sometimes</li> <li> Not yet</li> </ul>
Will your child sit still for a short period of time to:
Listen to a story?Yes With some difficulty Not very often
Play independently?Yes With some difficulty Not very often
SOCIAL/ EMOTIONAL DEVELOPMENT:
Does your child have any fears at this time?
How does your child comfort himself/herself when upset or frustrated?

What makes it easier for your child to separate from you or a known adult?
How often does your child choose independent play over cooperative play with others?  Generally prefers independent play Generally prefers cooperative play
PARENTAL VALUES:
What are your reasons for choosing IST (and /or for leaving your current school)?
What school experiences do you particularly want for your child this year?
In your opinion, what is the most important thing a teacher can do?
OTHER:
Please add any additional comments that might be helpful to us as we ease your child's transitions into school.
Thank you for taking the time to answer these questions. Your responses will be used to plan a program for your child that builds on his/her strengths and takes his/her needs into consideration. Your answers will help ensure the best possible school experience for your child

\*Please attach a copy of the student's birth certificate / passport ID page / national ID card to this application and an updated copy of your child's Immunization Records.

### **ACH Recurring Payment Authorization Form**

Schedule your payment to be automatically deducted from your checking or savings account.

Just complete and sign this form to get started!

#### **Recurring Payments Will Make Your Life Easier:**

- It's convenient (saving you time and postage)
- Your payment is always on time (even if you're out of town), eliminating late charges

#### Here's How Recurring Payments Work:

You authorize regularly scheduled charges to your checking or savings account. You agree that no prior-notification will be provided unless the date or amount changes.

Please complete the informati	n below:
Iinvoice.	authorize International School of Tucson to charge my bank account on the due date of each
Billing Address  City, State, Zip	Phone# Email
	_
Account Type: Checking  Name on Acct	Savings
Bank Name	Routing Number Account Number
Account Number	[22222222]: 000 111 555# 102?
Bank City/State	
SIGNATURE	DATE

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify International School of Tucson in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment may be executed on the previous business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non Sufficient Funds (NSF) I understand that the International School of Tucson may at its discretion attempt to process the charge again within 30 days, and agree to an additional \$35.00 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.

## **Extended Care 2015-2016 Academic Year**

IST families may utilize extended care whenever needed with no reservation. A qualified care-giver will be available from 7:00 a.m. - 8:15 a.m. and from 3:45 – 6:00 p.m. every school day, unless otherwise notified. Occasional rates will be charged unless pre-payment is made prior to the applicable month, semester or year (see below). Discounts apply with pre-payment of full-time, Monday through Friday, use only.

### **Sign-up for Extended Care:**

Extended Care	Pre-Paid	Pre-Paid	Pre-Paid	Pre-payment not required
Select One or More	Select One or	Select One or	Select One or	(no discount)
	More	More	More	
	(discount	(discount	(discount	
	applies)	applies)	applies)	
	Monthly	Per Semester	Annually	Occasional
o 7:00-8:15 a.m.	o \$80	o \$300	o \$534	\$5
o 3:45-5:00 p.m.	o \$165	o \$590	o \$1062	\$10
o 5:00-6:00 p.m.	o \$80	o \$300	o \$534	\$15

(Note: Full-time use ONLY)

Name(s) of Child(ren):		
Grade/Class: Language Program:		
Start Date in Extended Care:		
Extended Care Program(s) selected:		
Parent Name:	Parent Signature:	
	For office use of Date Ck.No	D

# **KEY FOB ORDER FORM**

NAME: DA		
ADDRESS: E		<u> </u>
NAME OF PERSON RECEIVING T	HE KEY FOB QUANT	IT
	•	
	EY FOBS, \$10.00 EACH) =	
SIGNATURE:		
SIGNATURE: DATE: PAYMENT METHOD		
SIGNATURE: DATE:	OFFICE USE ONLY	
SIGNATURE:  DATE:  PAYMENT METHOD  CASH	OFFICE USE ONLY	

Staff Initial