



SILICON VALLEY ACADEMY

To Inspire
the Love of
Learning
Since 2007

Assalamu Alaikum and welcome to Silicon Valley Academy! All of the following documents are required before admission can be granted for your child. Please let us know if you have any question or need assistance with this process.

Re- Enrollment Checklist:

- Application for admission packet.
- Tuition agreement form.
- Parents agreement form .
- Updated immunization card *with any new shots received.*
- Volunteer agreement.
- Volunteer check \$400 post-date for April 1,2015. This will only be cashed if 20 volunteer hours. are not completed by that date.
- Registration fee of \$150.00/student if received by February 14, 2014- thereafter it will be \$250.00/student (non-refundable)
- Maintenance fee of \$150.00 /family due at the time of registration (non-refundable)
- Materials fee of \$385/student post-date for May 1, 2014 (non-refundable)
- Tuition payment post-date July 1, 2014 or 10 post-date checks staring July 1, 2014 – April1, 2015.

New Students Enrollment Checklist:

- Application for admission packet.
- Tuition agreement form.
- Parents agreement form .
- Copy of immunization record.
- Request for school records form.
- Copy of most recent report card from previous school.
- Copy of physical report
- Updated immunization card.
- Volunteer agreement.
- Volunteer check \$400 post-date for April 1,2015. This will only be cashed if 20 volunteer hours. are not completed by that date.
- Registration fee of \$150.00/student if received by February 14, 2014- thereafter it will be \$250.00/student (non-refundable)
- Maintenance fee of \$150.00 /family due at the time of registration (non-refundable)
- Materials fee of \$385/student post-date for May 1, 2014 (non-refundable)
- Tuition payment post-date July 1, 2014 or 10 post-date checks staring July 1, 2014 – April1, 2015.

SVA does not discriminate on the basis of color, ethnic background, national origin, color, race, religion or gender.

New students Re-Enrollment Grade (circle one): Kindergarten 1st 2nd 3rd 4th 5th 6th 7th 8th

Student information (please print clearly)

Student's last name: [] First name: [] Middle Initial: []
Birth date: Click here to enter a date. Age: [] Boy Girl Soc.Sec.No: []
Place of birth: [] State/Country of birth: []
Home address: [] City: [] State: [] Zip: []
Home phone: []

Student lives with

Last school attended

Parent's Father only
 Mother only Other []

Name: []
Phone: []
Address: []
Last grade complete []

Has student applied/attended SVA before? Yes No

Are siblings currently attending SVA? Yes No

Name of siblings & grade level

1. [] 2. [] 3. []

Parent information : if student is not residing with both parents, proof of custody must be submitted.

Father (or guardian) please inform the school if there is any change I the information provided here.

Last name: [] First name [] Middle initial: []
Address (if different from student) [] City [] State: [] Zip: []
Employer's name: [] Occupation: []
Employer's address: [] Work phone: []
Cell phone: [] Email: []

Mother (or guardian) please inform the school if there is any change I the information provided here.

Last name: [] First name [] Middle initial: []
Address (if different from student) [] City [] State: [] Zip: []
Employer's name: [] Occupation: []
Employer's address: [] Work phone: []
Cell phone: [] Email: []

For Office Use ONLY

Registration fees \$ [] CK# [] Cash \$ [] Materials fees \$ [] Cash \$ [] Maintenance fee Other Fees []
Post-date chk# [] Sibling priority: Yes no Accepted Denied Wait List

Other Information:

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Race: White Black American American Indian Alaskan Native Asian Native Hawaiian Other Pacific Islanders

Ancestry: (Refers to an individual's nationality, Lineage, or country where parents were born before arriving in the United States **Language(s) Spoken**

The following questions are helpful in determining the language(s) spoken at home by students and assist us in providing meaningful instruction for all students.

1. Which language did you child learn when he/she first talk?
2. What language does your child most frequently use at home?
3. What language do you use most frequently to speak to your son/daughter?
4. Name the language most often spoken by the adults at home
5. Date student first attended school in the US, grades K-12
6. Has the student ever been enrolled in a special education program? Yes No

Emergency contacts other than parents (include 3 local contacts and one out-of-state contact, if possible):

Name: Relationship: Daytime phone:

Name: Relationship: Daytime phone:

Name: Relationship: Daytime phone:

Name: Relationship: Daytime phone:

Name of state individual resides in:

SVA Emergency Policy: Minor first aid will be administered by SVA staff. Parents and emergency contacts will be called for injuries/illnesses beyond our ability to handle. "911" will be called to assist in the event of serious illness or injury. The SVA emergency policy is in effect for all students. I give my permission to any SVA staff to call 911 when needed and administer first aid in the case of an emergency.

Parent Signature

List in priority order, names of persons (including parents) authorized to sign child out of school, in the case of an emergency. Photo identification is required for student for pickup.

1. 2.

3. 4.

Medical contacts:

Physician name: Phone #

Dentist name: Phone #

Parents' /Guardian's Consent:

I give permission to SVA, to publish my child's picture on the SVA website & other school publications. Yes No

Has this student ever had psychological testing or been screened for academic difficulties or learning disabilities? Yes No

Is there any other medical information, allergies, or conditions SVA should be aware of?

I understand that I need to fulfill my 20 hours volunteer time during the year. If I do not fulfill these hours by the appointed date, my post-date \$400 volunteer check will be cashed.

I affirm that all the above information to be up to date and accurate.

Parent signature: Date [Click here to enter a date.](#)

Print name of parent signing above

Parent Volunteer Agreement

Silicon Valley Academy strongly encourages parents to have a high level of involvement in their child's education. volunteers hours are critical to the success of our program at SVA, and it benefits the children immensely. Thus, parents are required to either volunteer a total of 20 hours per year, per family at SVA (that's less than 3 hours per month from September to March) or pay \$400 per family.

Parents need to provide a post-date check for \$400 at the time of enrollment. This check will only cash if their 20 volunteer hours are not completed by April 1, 2016. Please plan ahead do that you have enough time to complete the 20 hours needed.

We look forward to your contribution to SVA for the benefit of the children.

Children's Names:

Grade

1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>

Parents are liable for the entire tuition amount even if they take a break or leave SVA before the full term.

Initials

I understand the above requirements and agree to fulfill my obligation as a parent as described above.

Parent signature

Printed name

Date [Click here to enter a date.](#)

Explanation of Tuition Fees

Students tuition is based on a 10 month contract for the entire academy school year. Parents need to pay the full Tuition in a lump sum at the beginning of the year, as a convenience the parents, they can give the office 10 post-dated checks for the full tuition due over a 10 month period. Post-dated tuition checks must be dated for the 1st of every month starting with July 1st, 2015 through April 1st, 2016. **Your child will not be considered registered or allowed to attend class until the full tuition payment or 10 post-dated checks are received by the office.**

Tuition is due annually as follows:

- Pre-k \$ 8,000 full day or \$ 7,000 half day.
- Kindergarten- 8th grade \$ 6,000.
- Kindergarten -8th grade discount two of more students \$ 5,500.
- Materials fee: \$385 per student Non- refundable, postdated May 1st, 2015.
- Registration fee: \$ 250 per student No-refundable, due with application.
- Volunteer fee: \$ 400 per family postdate for April 1st 2016, will be cashed if 20 volunteer hours are Not complete by April 1st, 2016
- Maintenance fee: \$ 150 per family Non-refundable due with application.

Tuition divided over 10 months is posted below per student:

Pre-K	Kindergarten through 8 th	Kindergarten through 8 th grade discount for 2 or more students
\$8,000 full day \$7,000 half day	\$600	\$550

I understand that enrollment in all SVA programs is considered a one-year contract. Tuition is an annual total amount based on the total monthly fee for the 10 month period.

Initials

I understand that I am liable for the entire amount even if the take a break of leave SVA before the full term.

Initials

I understand that the postdate checks are not refundable and will continue to be cashed even if my child (children) take a breake or leave SVA before the end of the year.

Initials

Parent Signature

Date [Click here to enter a date.](#)

SVA Administration

Date [Click here to enter a date.](#)

Silicon Valley Academy- Parent Agreement

Applicable for students in Pre-K, Kindergarten to 8th grade:

1. Basic services consist of a combination of academic and social activities to help the student's educational and developmental needs.
2. The basic rate from Kinder – 8th will be \$600/month/student. Sibling discount will be \$550/students, which applies for Kinder-8th grade students only. ALL fees are due at the time of enrollment in the form of post-dated checks for the full academic year. Parents agree to pay the full year's tuition total upon admission or provide 10 post-dated checks. Registration Fees, Materials Fees, & Maintenance Fee are also due upon admission and **are non-refundable**. Checks must be payable to Silicon Valley Academy.
3. SVA will notify parents of any rate increases with 30-day prior notice.
4. Enrollment in all SVA programs is considered a one-year contract. Tuition is an annual total amount based on the total monthly fee for the 10 month period. Parents are liable for the entire amount even if they take a break or leave SVA before the full term. Scheduled debit payments are not refundable and will continue even if a student leaves early.
5. A returned check fee of \$35 will be assessed on any check/debit that does not clear. Parents will be assessed a late fee of \$35 for cash paying parents if payment is not received by the 1st of each month.
6. Parents will volunteer 20 hours during the 2015-16 academic year. These volunteer hours must be completed before April 1, 2016. If volunteer hours are not completed by April 1st, the post-dated check for \$400 will be cashed.
7. Students who are not picked up by 3:15pm will be sent to the Extended Care Program and parents will be charged \$14/hour/child/day. If prior arrangement is made with SVA, the charge for the ECP is \$7/hour/child/day. Prior arrangement entails notifying SVA by 12 noon the day Extended Care is needed.
8. Students will incur a testing fee of \$100 if they take exams or receive report cards out of the standard testing and grading period. Report cards may be held if all fees are not paid in full. *Students will incur a \$100 fee for independent study.*
9. Parents may visit the school during regular operating hours after signing in first in the office. If a child is picked up before dismissal time, parents need to sign out the child in the office.
10. Parents agree to follow the uniform policy for grades Kindergarten-5th grade. Girls: white or green long sleeves shirts & loose attire, pants or long skirts, head scarf is recommended. Boys: loose clothing that properly covers, white or green shirts with blue pants, and no shorts. Students in grades 6-8th must wear sunnah clothing with closed shoes appropriate for P.E. - jeans are not acceptable. Please see Parent Handbook for additional details.
11. Parents agree to support the discipline policies & procedures at SVA- students are expected to make good decisions, show respect to themselves and others, and solve problems in a positive manner.
12. SVA reserves the right to terminate admission if we are unable to meet the needs of a child.

I have received, read, understand, and agree to all terms & policies described in the parent handbook.

Initials

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