



## Student Registration

\_\_\_\_\_ School Year

STUDENT #	_____
DATE RECVD:	_____
REG. FEE PAID:	_____
CHECK #:	_____
CASH:	_____
TESTED/ INTERVIEWED ON:	_____

Date:		Student Name:	
Grade Applying for:	Date of Birth:	Sex:	Race/Ethnicity:
School Coming From:	School District:	How did you hear about MTA?	
Mother's Name:		Mother's Work Number:	
Student Street Address:		Mother's Cell Number:	
City/Zip Code:	Father's Name:		
Home Telephone Number:		Father's Work Number:	
Street Address, different from student? City/Zip Code:		Father's Cell Number:	
Mother's Email:		Father's Email:	
Mother's Employer:		Father's Employer:	

**Allergies:** \_\_\_\_\_

**Reaction:** \_\_\_\_\_ **Treatment:** \_\_\_\_\_

**Epi Pen (YES/ NO)** \_\_\_\_\_ **MEDICATIONS:** \_\_\_\_\_

### TERMS OF AGREEMENT

**1. TUITION PAYMENT METHOD:**

The annual tuition is based on a 10-month school year. Tuition must be paid through the FACTS tuition system.  
 \_\_\_\_\_(Initial)

- Monthly =10 payments due the 1st day of each month, from September 1st through June 1st

**2. DEDUCTIONS:** Absolutely NO DEDUCTIONS will be made for days, weeks or months absent from school. Vacations or illnesses will not be deducted from tuition. Tuition must be paid in order for students to maintain enrollment.  
 \_\_\_\_\_(Initial)

**3. REFUND POLICY:** All payments made to the school are NON-REFUNDABLE. Mother Teresa Academy will not be required to refund any funds, if at any time the student withdraws by choice or is asked to leave by the school's administration. \_\_\_\_\_(Initial)

**4. PENALTIES:** A \$ 40.00 late payment fee will automatically be added to tuition after the 10th day of each month. Students whose accounts are 30 days past due will **not be** admitted in school until tuition is paid. There is a \$40.00 service charge on all checks returned by the bank. Also, \$ 40.00 **late fee** will be charged, if applicable. \_\_\_\_\_(Initial)

**5. PAST DUE ACCOUNTS:** Report Cards or any student records **will NOT** be issued to parents with past due accounts. This includes amounts due for Registration Fee, Tuition, late payment penalties or returned check penalties, late pick-up charges, extracurricular activity fees or any fundraising proceeds that are owed. \_\_\_\_\_(Initial)

**6. DISCLAIMER:** Mother Teresa Academy, its Owners, Directors, Employees and or volunteers will not be liable for any claims due to injuries, accidents or incidents suffered during school hours or while participating in any extracurricular activities. The insurance benefits cover emergency treatment **ONLY**. \_\_\_\_\_(Initial)

**7. ADDITIONAL FEES:** After School Care is provided until 5:00 P.M. to accommodate our working parents. Students that fail to abide by ALL disciplinary policies will lose this privilege and must be picked up at 3:00 p.m. The School Administration has the full authority to make this decision at any time during the year. \_\_\_\_\_(Initial)

**8. TRANSPORTATION:** Mother Teresa Academy does not own any vehicles. Our transportation is subcontracted. Therefore, individual arrangements must be made directly from MTA with any Bus Driver/Owner as to fees, hours, etc. all payments are to be made directly to the Bus Driver/Owner. Mother Teresa Academy is not liable for any accidents or incidents occurring while a student is being transported to and from school during a Field Trip. \_\_\_\_\_(Initial)

**9. HOURS OF SERVICE/ LATE PICK-UP FEES:** Our school day is from 7:45 a.m. and ends at 3:00 p.m. We have before school care from 7:00 a.m. till 7:45 a.m. We have After Care available to 5:00 p.m., a late pickup charge of \$5.00 for every 10 minutes or fraction thereof, is due and payable directly to staff members assuming responsibility for your child after closing hours. \_\_\_\_\_(Initial)

**10. UNIFORMS:** All students must show up daily in their full school uniform, otherwise parents will be called to bring in correct clothing. \_\_\_\_\_(Initial)

**CLOSED-DOOR POLICY:** For the safety of all Mother Teresa Academy students, parents are not allowed anywhere inside the school campus without first registering in the school office and obtaining a "Visitor's Pass". All students must be dropped off and picked up in the car line. Appointments must be requested in order for parents to speak with teachers. Teachers are **NOT** allowed to speak with parents in the school entrance, parking lot, and hallways or in front of classrooms. \_\_\_\_\_(Initial)

#### **FINANCIAL AGREEMENT**

The amount of \$ \_\_\_\_\_ is hereby paid for the \_\_\_\_\_ School Year REGISTRATION FEE. I understand that the fee is **NON-REFUNDABLE**. I hereby agree to pay the ANNUAL TUITION amount of \$ \_\_\_\_\_. I hereby assume all financial responsibilities with regard to this obligation. I understand that my child will be required to follow all the **RULES & REGULATIONS** of Mother Teresa Academy as stated in the published "HANDBOOK". I understand the school reserves the right to suspend or expel my child if any part of these Rules & Regulations and/or this Agreement is not observed. \_\_\_\_\_(Initial)

**I UNDERSTAND THAT TUITION IS BASED ON A 10 MONTH SCHOOL YEAR AND THAT PAYING MONTHLY, PAYMENTS ARE DUE ON THE 1ST DAY OF THE MONTH, STARTING IN SEPTEMBER AND ENDING IN JUNE 1st OF EACH YEAR. I UNDERSTAND NO DEDUCTIONS WILL BE MADE AND NO DUES WILL BE REFUNDED FOR ANY DAYS, WEEKS OR MONTHS MY CHILD IS ABSENT FROM SCHOOL. ALL PAYMENTS MADE ARE NON-REFUNDABLE.** I also understand that I will be

expected to cooperate with MTA's numerous fundraising events. Our school receives very little state funding and the tuition does not cover all school operating costs. \_\_\_\_\_(Initial)

I have already filled out the "REGISTRATION FORM" giving the school all the pertinent information regarding my child. \_\_\_\_\_(Initial)

I hereby authorize Mother Teresa Academy, it's Employees or volunteers to give First-Aid treatment to my child in case of an emergency. \_\_\_\_\_(Initial)

I hereby authorize my child to be transported by a sub-contracted bus/van to and from a Field Trip scheduled by my child's teacher. I further relieve Mother Teresa Academy, its Owners, Directors, employees and volunteers of any and all liability as to any type of accident or incident that my child may be involved in during these trips, or before, during and after school hours. \_\_\_\_\_(Initial)

I have seen the entire school campus, including all Playground areas, and have found them to be safe and suitable for my child. \_\_\_\_\_(Initial)

I hereby give permission for my child's photo(s) or videos to be published in the school Yearbook, school website or any school brochure, advertising, and/or other school publication. \_\_\_\_\_(Initial)

\_\_\_\_\_ Enclosed is my \$200(per family) **non-refundable** retaining/registration fee.

DATE SIGNED: \_\_\_\_\_

\_\_\_\_\_  
Signature of Father (or Legal Guardian)

**Initials** of Mother Teresa  
Academy Administrator  
Handling registration \_\_\_\_\_

\_\_\_\_\_  
Signature of Mother (or Legal Guardian)

Is English the only language spoken at home? \_\_\_\_\_ yes \_\_\_\_\_ no

If No, what other language does your family speak? \_\_\_\_\_

Has your child ever been evaluated for and/or received support of any kind? \_\_\_\_\_ yes \_\_\_\_\_ no

- IEP
- 504 Plan
- Speech Services
- OT
- PT
- AIS
- 

Does your child still receive these services? \_\_\_\_\_ yes \_\_\_\_\_ no

- IEP
- 504 Plan
- Speech Services
- OT
- PT
- AIS

Please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there any legal custodial restrictions? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please attach court documents.

Please list two people Mother Teresa Academy may contact regarding your child in the event you cannot be reached.

Name: \_\_\_\_\_ (Relation) \_\_\_\_\_

Name: \_\_\_\_\_ (Relation) \_\_\_\_\_

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

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

Daytime Phone # \_\_\_\_\_

Daytime Phone # \_\_\_\_\_

Please answer the following questions:

1. Why are you interested in having your child join Mother Teresa Academy?

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2. What are your Academic and /or social Goals for your child?

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3. What are your expectations of Mother Teresa academy?

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4. Tell us a little bit about your Child and family.

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5. Please list any needs or concerns that we might need to know about your child.:

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