



2 x2 picture

0011 Banat-I Hillside Road, G. Dangoy St., Bool District, Tagbilaran City

416-1248/09295571136

bohollandheadstart@gmail.com

Enrollment Form (Preschool Classes)

*To be filled out by the school's **Guidance Counselor**:*

Date today: _____

Is the child present during the interview? _____

Is/Are there test/s administered? If yes, please specify:

Test Result and Interpretation: _____

Any significant behavioral observation/s of the child:

Other comments and/or recommendations:

From whom/how did you learn about BOHOL CHILD HEAD START?

(Kindly print legibly)

Child's Name: _____
Last Name First Name Middle Name

Nickname: _____ Age Today: _____

Birthdate: _____ Religion: _____

Address: _____

Specify if: First timer to school Transferee Old student

School last attended: _____

Is the Child living with biological parents? _____ if not, please specify Adoptive Parents/Guardian's name and Address:

Contact Information

Mother's name: _____

Occupation: _____

Place of Employment: _____

Business (if any): _____

Nationality: _____

Religion (if any): _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Father's name: _____

Occupation: _____

Place of Employment: _____

Business (if any): _____

Nationality: _____

Religion (if any): _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

For Parent-Teachers Association and student-related updates, please write your e-mail and FB messenger accounts (one preferred address/account for each child)

E-mail Address: _____ FB Messenger Account Name: _____

Emergency Contact Person: _____ **Contact's Phone:** _____

Child's Health Record

Doctor's name: _____ Doctor's Phone: _____

Does your child have any known allergies? _____

Are there any food restrictions? _____

Does your child have any medical condition which we should be made aware of?

Would there be any restrictions to play or activities? _____

What is your child's temperament? Is he/she easy going, hard to please, demanding, aggressive, etc.

Can your child be relied upon to indicate bathroom wishes? _____

What words does your child use for: Bowel Movements: _____ Urination: _____

What language(s) are spoken at home? _____

Please ensure the signatures of the following people as you go through the enrollment process.

<p><u>ROAN CHRISTINE C. MADRONERO, RPh</u> Guidance Counselor (Testing for Kinder to JHS/Observation and Interview for EHS 1-3; accomplishment of Guidance Form 1)</p>	<p><u>MARIA ELENA M. BALANE, MA</u> Principal (Placement Recommendation)</p>	<p><u>GHIA B. VALERA</u> Cashier (Upon Payment)</p>	<p>_____ School Registrar (Enrollment Form and Contract; Certificate of Enrolment)</p>
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To be filled-out by the BCHS Cashier/Finance Officer

Program _____ Start

Date _____ Estimated

Completion _____

Tuition & Fees

Registration Fee P _____ (Non-refundable)

Tuition P _____

Miscellaneous P _____

Total Cost of Program P _____

To be filled-out by the School's Registrar

Credentials submitted:

_____ Copy of NSO/PSA Birth Certificate

_____ Medical Certificate

_____ 2 copies of 2x2 picture of kid

_____ 1 copy of 2x2 picture of fetcher

ENROLLMENT CONTRACT 2021-2022

Registration Fee: To reserve a slot for your child for the School Year 2021-2022, **please return this form with a non-refundable registration fee of P 1, 500.00.**

Tuition Payment Plan: Tuition is due in full by July 15, 2021 to avail the 5% discount. For your convenience, we offer the option to pay tuition and other fees in ten equal monthly installments **beginning July 5, 2021, and ending April 5, 2022.**

Payment options (please check one):

- I will pay tuition and other fees in full on or before July 15, 2021 and avail the 5% discount on tuition.
 I will pay tuition and other fees in monthly installments.

Late Payments: Should you choose the installment option, monthly payment should be made on or before the 5th of each month. **Should the parents fail to pay the due for the month, a 5% late payment fee shall be assessed on your due until paid.**

Snacks Payment: To continually avail of the snacks service, payment should be made on time (on or before the 5th of the month). In case of long absences, kindly inform through writing the snacks in-charge so you will not be charged of the days that your kid was not around. Only written notice will be honored.

Early Withdrawal: If you withdraw your child at any time during the school year, you are responsible for all payments up to and including all months within the quarter in which the withdrawal occurs. Date of withdrawal is based upon the school's receipt of **written notification** that your child is being withdrawn.

Fetching Time: We strongly advise parents to pick up your kids after classes **ON TIME.** We will be charging **50 pesos (for babysitting)** for every fraction of five (5) minutes that the fetcher is late.

Parent Participation: We ask that parents also make a commitment to the school's Parent-Teachers Association (PTA) activities by participating in enrichment programs (parenting session, parents as resource volunteers etc.), fund-raising activities, clean-up days, and other school or PTA-initiated projects.

Publicity Permission: Do I allow my child's pictures (which may be taken during class or school activities) to be published in social media like Bohol Child Head Start's facebook account and website for advertising and information dissemination purposes? YES NO

I/We have read, understood, and agreed to the above terms.

Parent/Guardian Signature over printed name

Date

Parent/Guardian Signature over printed name

Date