

# Asbury Clubhouse Registration Steps

Asbury Clubhouse staff will escort enrolled children from Asbury's Clubhouse program to Arnold Elementary in the morning, and from Arnold Elementary to Asbury's aftercare program in the afternoon.

## 1. Select block times and days desired

## 2. Determine Seniority

Registration is based on seniority. This means that for each school year you have had children attending Asbury Community Christian Preschool or Clubhouse you have earned one point. A family may not receive more than one point per year. For example:

Susy Miller	4 year-old program	2020-2021	}	1 Seniority Point
Josh Miller	Clubhouse	2020-2021		
Susy Miller	3 year-old program	2019-2020		1 Seniority Point
	Total			2 Seniority Points for the Miller family

## 3. Return application and Registration fee in attached envelope showing Seniority points

\* To receive priority, applications ***must*** be received as stated below:

Jan. 11—15	Priority registration for <b><i>members</i></b> of Asbury UMC
Jan. 18 - 22	Priority registration for returning students & siblings of current & former students <b><i>based on seniority</i></b>
Jan. 25 - 29	Registration open to new students

# School Age Clubhouse Registration 2021-2022

<b>Internal Use Only</b>	
Room _____	W/L _____
Procure _____	
Acpt. _____	TE _____
Paid ck # _____	
Initials _____	

**SENIORITY #** \_\_\_\_\_ *Before and Aftercare for Arnold Elementary Students*

Name of Child _____	Date of Birth _____ Going into _____ Grade _____
Home Address _____	City _____ Zip _____
Mother's Email _____ <input type="checkbox"/> use for billing	Father's Email _____ <input type="checkbox"/> use for billing
Mother's Name _____	Father's Name _____
Mother's Cell Phone _____	Father's Cell Phone _____
Mother's Work Phone _____	Father's Work Phone _____
Special Needs of Child (Health, special accommodations required) _____	
<b>If a returning student, has any of this information changed since last year</b> Yes      No	
<b>Church Affiliation:</b> _____	

## Block Time Offerings

7:00 – 8:00  
Before Care

A

\$7.19  
Daily

Till 5:00  
Aftercare

B

\$17.97  
Daily

5:00-6:00  
Aftercare

C

\$7.19

  

	A	B	C
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			

**Check the blocks needed to create your child's Clubhouse Schedule**

**NOTE: THERE IS NO EXTRA CHARGE FOR EARLY DISMISSAL DAYS – (Applies only to students regularly scheduled on those early dismissal days)**

**You will automatically be moved to the 6:00 Block Time after your 3<sup>rd</sup> time picking up late.**

### General Information:

1. A \$75.00 non-refundable registration fee per child (\$100 family max.) is due with the registration form.
2. Upon acceptance in Clubhouse a \$100 non-refundable deposit is required to hold your child's spot. This money will be credited to your May 2022 Clubhouse payment.
3. Monthly tuition is due on the first day of each month. A \$10 late fee will be charged if tuition is not received by the 10<sup>th</sup> of the month.
4. Delinquent payments of one month may result in the child's enrollment being cancelled.
5. A \$25.00 fee will be charged for each and every returned check.
6. A 10% discount in tuition for families who have two or more children enrolled in the programs of Asbury will be applied to tuition .
7. The Maryland Immunization Certification, Health Inventory and Emergency Card forms are required before a child can start at Clubhouse.
8. We require 30 days notice for any schedule changes throughout the school year.

I have read and understood the above statements and accept the terms for the 2021-2022 school year.

Parent's signature \_\_\_\_\_ Date \_\_\_\_\_