



## *Christian Virtue and Academic Merit*

### **Promise Town Ministries Re-Enrollment Process 2020-2021**

Please complete all steps below:

Failure to complete your forms or pay deposit by the due dates could result in a loss of placement at Promise Town Ministries.

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#### Step 1- Intent to Return Forms:

Complete this form between **March 2<sup>nd</sup> and April 13<sup>th</sup>**

This form indicates if you intend to return to Promise Town for 2020-2021 and informs how many spaces we open to those waitlisted.

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#### Step 2- & Intake Forms & Deposit:

As a registered ministry this information must be updated and on file. Please complete Intake agreement form

- Please note there are a few updates to forms required. Be sure to read it thoroughly.
- Complete these forms between **April 13<sup>th</sup> and May 25<sup>th</sup>**

We have found that breaking down fees here makes for an easier transition throughout the year. This also ensures that all fees are paid in a timely manner.

- Deposits are non-refundable.
- Deposits become matriculation fee for the school term
- **Deposits are due by May 25<sup>th</sup>**

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#### Step 3 – Health Forms:

As a registered ministry this information must be updated and on file. Please note there are a few updates to forms required.

- Health Appraisal, Immunization Forms, copy of birth certificate, and Copy of Insurance Card.
  - All children are required to have a Health Appraisal Form- completed by a parent AND a physician
  - Also, you will need to submit a copy of your child's Immunization Records or an Exemption Form
- Complete these forms by **August 24<sup>th</sup>**

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Soli Deo Gloria,

Andrea Takase, Director