



Houston Home School Education Program

2019 – 2020 Enrollment Application
Pre-Kindergarten – 8th Grade

Student's Full Name _____
Last First M.I.

Date of Birth _____ Age on Sept. 30, 2019 _____ Grade Level _____

Father's Name _____ Mother's Name _____

Address _____

Street City Zip
Home Phone _____ Work Phone _____

Mom's cell _____ Dad's cell _____

Email Address _____ Shirt Size _____
(Youth XS, S, M, L or Adult S, M, L, XL)

Home Church: _____ Pastor's Name: _____ Years of Attendance: _____

Amounts Due with Registration (Circle fees that apply)	No. of Students in Family _____	Make registration checks payable to: HHSEP All class/subject fees must be paid directly to the individual teachers. Return form with payment to: Houston Home School Education Program 10245 Kempwood Dr, Suite E, Box 161 Houston, TX 77043 www.hhsep.com ycmercado@hotmail.com
Registration Fee* (before June 1 st)	\$75.00	
Registration Fee* (after June 1 st)	\$80.00	
Science Lab Supply Fee (2 nd -8 th Grades)	\$25.00	
Spanish Class Fee (2 nd - 6 th Grades)	\$20.00	
Art Supply Fee (2 nd – 6 th)	\$35.00	
Speech Communication Class Fee (7 th & 8 th)	\$10.00	
PE Class Fee (2 nd – 6 th Grades)	\$10.00	
Creative Writing Class Fee (2 nd – 8 th Grades)	\$15.00	
PreK, Kinder & 1 st Grade Class Fee	\$25.00	
Subtotal		
Less Sibling Discount**		
Total Due with Enrollment Form		

Class Fees are payable to the teacher and cannot be included in the registration fee.

All class fees should be paid by the first day of school.

* All registration fees are non-refundable. Uniform t-shirt and one 5x7 class picture included in the registration fee. 1st – 8th grades are responsible for purchasing all required textbooks and supplements for each class. Please check website for required materials for each grade.

** Sibling Discount: Registration fees are figured at full price for the first student. Additional students are \$10 less.

Tuition fees: Pre-K – 8th Grades \$1035.00 per year per student or 9 installments of \$115.00 per month for the first student. **First tuition installment is due in August. Second student is \$105.00 (\$945.00/year) and every third and subsequent student in a family is \$95.00 (\$855.00) per month.**

Tuition is due on the **first Tuesday** of each month, beginning in August through April. There will be a **\$10 late fee** per family for payments received after the first Tuesday of the month.

There is a **\$25.00 fee for returned checks**. Because of our financial obligations, we ask for a year's commitment from each family. **Students who drop from the Program after the first month of classes will be assessed a drop fee equal to \$150.00 per student.**

Immunization Records

The Texas Department of Health requires children enrolling in public or private school or in a licensed, certified, or registered child-care facility to be up to date on their immunizations. This documentation is required by law so that certain disease outbreaks can be prevented or more easily controlled should they occur. Houston Home School Education Program is neither a private school nor a licensed child-care facility. However, as a precaution we do require that our students **include a copy of their immunization record** with this admissions application. If your child's immunizations are not up to date, or if you do not immunize, please include a written, signed and dated statement about your position.

Students will not be placed on the class roster until this Enrollment application and Student Profile is returned with the registration fee.

Family Commitment - As Parents we agree to the following:

We commit ourselves to avoiding all forms of gossip regarding members of Houston Home School Education Program, parents and students on and off campus. If we have a problem with an office staff member or teacher, we will, in love and humility, go directly to that person to work out the issue. If the issue/concern is not resolved, it is advised to go to someone in leadership who will act as a mediator.

We understand that yelling at or talking down to a child is not an appropriate way to discipline and will not be tolerated at HHSEP. If a child/ student is not responding respectfully to a teacher, he/she will be taken to the office and a parent will be notified.

We understand that, as parents, we are the primary teachers of our children. We will ensure that our children complete any work given by the teacher to the best of their abilities.

We have read and understand the dress code policy and Standard of Conduct and commit to upholding it throughout the entire year.

I, _____ agree with the terms of HHSEP registration.
(print name)

Signature Date _____

Important Note: The Houston Home School Education Program does not discriminate on the basis of gender, race, or economic status in its admission or educational policies. HHSEP does not have the facilities for the education of children with any learning disabilities or emotional problems. In the best interest of these students, we cannot consider them for admission.

This application must be completed in its entirety before student is accepted in to the Program.
If not filled out completely, it may delay the admission process, leaving your child's space available for other applicants.

For Office Use: Date of receipt ____/____/____ Amount Rec'd \$ _____ Check # _____

Siblings' Names & Grades _____

Houston Home School Education Program

2019 - 2020 New Student Profile

Student Name: _____
Last First MI

Date of Birth: ____/____/____ Age: ____ Sex: M / F Grade in fall: ____

Medical Questionnaire

Child's Health _____

Does applicant have any known diagnosed allergies? If yes, please list. _____

List any physical, mental or emotional handicaps which may affect the child's activities or progress. _____

Has applicant ever received a psychological or psychiatric evaluation? If yes, please explain. _____

Has applicant ever been dismissed/expelled/suspended from a school or other home school program? _____

If yes, please explain and list name of school. _____

List last school/program student attended. _____

List one reference we may contact to verify your homeschooling. (no relative) _____

Strengths and Needs Questionnaire

Please include information about your child's strengths and/or needs that would be helpful to a teacher in providing the best educational environment possible for that child.

Behavioral: _____

Academic: _____

Learning style: _____

Social: _____

Spiritual: _____

I, _____ hereby state that the information on this form is accurate and
(print name)
truthful.

Signature _____ Date _____