



3580 Old Alabama Road, Johns Creek, Georgia 30022 office@maylanacademy.com 470-514-5728

Enrollment Form

Today's Date: _____

Student Information				
Child's First & Last Name (Print):	Date of Birth / /	Current Age	Gender M / F	Start Date
Does your child have any allergies? ____ No ____ Yes	If you answered "Yes," please list the items to which they are allergic.			
Is your child anaphylactic? ____ No ____ Yes				
Parent's Signature: _____				
List all allergy medications that will require to care for your child, the the event of an allergic reaction.	If your child is an anaphylactic and they are prescribed an EPI pen we must always have 2 EPI pens at the school at all times .			
	Parent's Signature: _____			
Child's Home Street Address	City, State, Zip Code			
Child's Living Arrangement, and Address if NOT with both parents				
Does your child have any physical difficulties, mental health disorders or developmental disabilities? ____ No ____ Yes If yes, please describe:				
How did you initially hear of us (please check one)? ____ Referral ____ Website ____ Mailer ____ Drove by ____ Advertisement		When you think about your future plans, do you foresee enrolling your child in public or private school? ____ Private ____ Public ____ Charter		

Parent or Legal Guardian Information		
Parent Name (Printed)	Email Address:	
Home Street address	Cell #	Work #
City, State, Zip Code	Employer	
	Employer Address	

Parent or Legal Guardian Information		
Parent Name (Printed)	Email Address:	
Home Street address	Cell #	Work #
City, State, Zip Code	Employer	
	Employer Address	

Programs

	Infants 6 weeks- 17 months	Toddlers 18 months- 3 years	Primary 3 years- 6 years
3 Day Program	_____ Parent Initials	_____ Parent Initials	_____ Parent Initials
School Day 8:00AM- 3:00PM	_____ Parent Initials	_____ Parent Initials	_____ Parent Initials
Extended Day 7:30AM -6:00PM	_____ Parent Initials	_____ Parent Initials	_____ Parent Initials

Registration Process:

When registering a NEW student, please submit the security deposit and the application fee along with this form. Upon receipt of the completed form and payments, we will then schedule a parent orientation and a meet and greet with your child and their teacher. We prefer both parents attend the orientation, if possible. The child's meet and greet will familiarize the student with their teacher and our school. Please initial each statement below.

_____ I agree to pay the **non-refundable, one time registration fee** of \$150

_____ I agree to pay the \$1000 refundable security deposit during registration for NEW students

_____ I understand and agree that my child's monthly school tuition will be paid on the 1st of each month, via electronic funds transfer, by one of the following two methods of payment: ACH Checking or Credit Card

_____ I agree to pay the Annual material fee of \$400 (at the time of registration and July 1st thereafter)

_____ I agree to pay my school tuition with no deductions for absences, holiday breaks, illness, or closing due to inclement weather. I also agree to adhere to the policies in the Parent Handbook.

_____ I give my authorization to have my child's monthly tuition automatically withdrawn from my checking Account on the first of each month, via ACH checking, through Tuition Express

Parent's Printed Name _____ **Signature** _____ **Date** _____

_____ I give my authorization to have my child's monthly tuition automatically withdrawn from my credit card on the first of each month, via electronic funds transfer, through Tuition Express I understand a 3% processing fee will be charged with all credit card payments.

Parent's Printed Name _____ **Signature** _____ **Date** _____

All children who are picked up late will be subject to a \$1.00/minute fee for each minute late. This fee will begin after 5 minutes of your contracted pick-up. I agree to give Maylan International Academy **60 days written notice** if I decide to withdraw my child from the school.

I certify that I have read and understand all the information listed above on this Enrollment Form. I agree to all of the terms and conditions.

Parent Signature: _____

Date: _____

Parent Signature: _____

Date: _____