



Dear Parents,

Application forms necessary for your child are attached. To begin the application process, submit your completed packet along with the registration fee of \$150.00 (per child), tuition deposit of \$200.00 (per child) and the items listed below, if applicable, to the Business Office. Only **completed** application packets will be accepted. Applications will only be accepted from families that are current with their tuition. Please remember that returning students will be enrolled and all new students will complete a screening process before enrollment is complete. The screening date will be scheduled on your registration day. Should enrollment be denied, completed forms and fees will be returned.

The following information is due at registration unless already on file:

1. Copy of Dependent Care Certificate, Family Care Plan, or other certificate designating child's guardian. This is required for single parents and dual military families. Please submit an updated copy every year.
2. Copy of birth certificate or other acceptable verification of birth date. **This applies to new enrolling students only.**
3. Copy of a Power of Attorney is **required** for spouses of military personnel to sign Tuition Agreement.
4. Navy Child and Youth Program Registration Form.

Please contact the Business Office at 423-1727 if you have any questions. Thank you for choosing Navy Hale Keiki School for your child.

IMPORTANT ENROLLMENT DATES

February 1, 2010 (ongoing thereafter)	New Military Preschoolers (3 years old by September 30, 2010) Returning Families & Siblings
February 16, 2010 (ongoing thereafter)	PS-PK Families from waitlist during 2009-2010 school year
March 1, 2010 (ongoing thereafter)	All New Military Families
April 5, 2010 (ongoing thereafter)	New Civilian Families

WE ARE ANTICIPATING FULL CLASSES PLEASE DO NOT DELAY SUBMITTING YOUR APPLICATION.