



Morningstar Learning Center Application Form

4250 Williams Rd, San Jose, CA 95129 (Tel: 408-216-9191)

www.morningstareducationalgroup.com

Student Information:

Student Name: _____ (English) _____ (Chinese)

Gender: Male/Female Current Grade: _____ Date of birth: _____

English School: _____

Home Address: _____

Home Phone: _____

Transportation Requirement:

Pick Up by Kids Kab: _____ (Yes or No) Pick Up by Outside Coordinator: _____ (Yes or No)

Pick Up by Self: _____ (Yes or No)

Parents Information:

	Name	Cell Phone	Work Place	Email (print)
Father				
Mother				

Additional Person Who May be Called in an Emergency:

Name	Telephone	Relationship	ID

Medical Care: _____

Allergy Information:

Vegetable/Fruit	Nuts/Oil	Meat	Sea Food	Eggs	Milk/Cheese	Others

Dose of Medicine: _____ IP Pen: _____

Physician to be called in case of Emergency:

Doctor's Name: _____ Phone Number: _____ Address: _____

Application Fee	Deposit	Material Fee	Tuition	Book	Start	Total	Check Number
<u>Not-Refundable</u>							

Consent For Emergency Medical Treatment:

As the parent or authorized representative, I hereby give consent to Morningstar Learning Center to obtain all emergency medical or dental care prescribed by a duly licensed physician(M.D.) osteopath(D.O) or dentist (D.D.S) for _____.(Student Name) This care may be give under whatever conditions are necessary to preserve the life, limb or well being of the child named above.

Release and Agreement:

I acknowledge that Morningstar Learning Center is not an insure against injury and that the school offers at a cost which reflects that the school will not and cannot be financially responsible for personal injuries which occur anywhere on Morningstar Learning Center premises, including the playground, common areas, classrooms, administrative offices, or parking lots. Therefore, I agree to release and hold against any liability for damages or injury arising out of the personal injuries sustained by my child as result of the acts or omissions to act of the school's employees, agents, students, or any or other individual for whose acts the

school might otherwise be liable except through gross negligence or willful misconduct on the part of the such individuals. I understand it is the intent of the Morningstar Learning Center to limit its exposure to lawsuits and damages to the greatest extent allowed by law, and I acknowledge that by signing this Release, I am giving up any rights to sue Morningstar Learning Center, as specifically set forth above, if my child sustains an injury while at school. I accept this limitation with the knowledge that I am free to enroll my child at a different school if I refuse to accept the release.

Name of the Student:_____

Name of the Parents/Legal Guardians (Print Name):_____

Parents/Legal Guardian's Signature:_____

Date:_____

Admission Agreement

Thank You for choosing **MORNINGSTAR LEARNING CENTER** (Morningstar) for the development and care of your child(ren). We pledge to serve your child(ren) with the utmost care available.

Our program is licensed for children in grades Kindergarten through 5th Grade. Morningstar's operating hours are Mondays through Fridays, 12:00 p.m. to 6:30 p.m. when regular school is in session.

1. **Payment of Fees** – All fees for Morningstar (basic fees and optional class fee) will be paid by the parent / guardian on the date shown on the invoice. Fees are paid in the form of check made payable to "**Morningstar Educational Group Inc.**" A late fee of \$20.00 will be charged if payment is not received by 6:30 p.m. on the due day. Any late fees and other extra charges will be reflected on the invoice for the next period. Your current payment for Morningstar is _____ every four weeks.
2. **Registration/Enrollment**-A non-refundable registration fee of \$100.00 is due at the time your child(ren) is enrolled in **Morningstar**. A deposit of \$250 is due at the same time. All Morningstar required forms must be completely filled prior to your child(ren)'s attendance. Falsification of any required documentation may result in immediate termination of service.

3. **Termination (Withdrawal)** --A 4-week written notice in advance is required prior to your child(ren) leaving Morningstar. If you provide a 4-week written notice before terminating the program, the deposit will be refunded on your child(ren)'s last day with Morningstar. If you do not provide a 4-week written notice before terminating the program, your deposit will be forfeited. Please note that the deposit does not substitute as tuition, and that you are still responsible for your child(ren)'s last 4 weeks of payment at Morningstar. This 4-week written notice requirement also applies to all child(ren) who do not plan to attend the first day of the Fall Program, usually starting in mid-August.
4. **Sign In/ Sign out**--All children will be signed in and out daily and the sign-in/out sheet must be filled in clearly and in complete detail (signature, not initials) by parents or guardians. All consequences thereafter shall be the parent or guardian's responsibility for not signing in or signing out the child(ren).
5. **Holidays –Morningstar** observes the major Holidays and will be closed during the following Holidays: Presidents' Day, Memorial Day, Independence Day, Labor Day and Thanksgiving Day. We will also be closed for two weeks for Christmas and New Years.
6. **Tuition Refund Policy for Hiatus** -- The tuition covered for child(ren)who miss less than 9 contiguous days of school will not be refunded. The tuition covered for child(ren) who miss 10 contiguous days or more will be eligible for refunds up to half of the days missed. Tuition will not be charged for absence of 4 weeks or more, but the 4-week written notice is required AND the child(ren) will have to be re-registered upon return and a new registration fee will be charged.
7. **Extracurricular Activities Fee** –Morningstar provides many extracurricular activities that require an extra fee. There will be no refunds for any unattended extracurricular classes. There will be make up classes if the teacher is absent or if Morningstar fails to provide the class.
8. **Daycare**- Daycare will be provided for Spring Break, Teacher's learning Day, etc. The daycare fee will be charged is \$30.00 from 8:30 a.m.-12:00p.m., \$45.00 from 8:30-2:30p.m., \$20.00 from12:00 p.m.- 2:30 p.m. For Winter Break, the daycare fee is \$70 from 8:30a.m. until 6:30p.m. Failure to sign-up in advance will result in an extra \$10 for drop-in on the day of. Lunch will be provided upon request - Morningstar prepared lunches is \$6.00 per meal.
9. **Leaving the Premises**- Any child(ren) leaving Morningstar's premises must be accompanied by an authorized adult listed on the emergency card.
10. **Late Child Pick-up Penalty** - A penalty fee of \$1.00 per 1 minute overtime (after 6:30p.m.) will be charged. Late fees shall be paid in **cash** directly to the accompanying teacher.
11. **Transportation**- Morningstar does NOT provide any transportation servise.

NOTE: Any child(ren) transportation is a contract and agreement between an individual driver and Parent(s). There is no employment relation between the drivers and Morningstar Learning Center. In turn, Morningstar, its owners, staff and/or volunteers are held harmless from any claim, demand or cause of action for injury to the participant(s) which arises out of or in any way connected with any

transportation to and from Morningstar. Morningstar will not be responsible in case of accident, illness and personal property damage.

12. **Bounced Check Policy**--In addition to the \$12 bank charge, a \$25 will be added on to the next invoice once a payment check has been bounced.
13. **Morningstar's Expulsion Policy** — The reasons for expulsion and its procedures for such as a decision are explained in the **Morningstar Parent Handbook**. Reasons are but not limited to: past due tuition, unmanageable behavior of the child(ren), excessive late pick-up, refusal to complete required forms, or behavior exhibited by a parent or guardian interpreted by Morningstar as harassment to staff or other patrons.
14. **Non--Discrimination Clause** -- Morningstar admits children regardless of religion, color, race, national/ethnic origin.
15. **Changes in Policy**-Morningstar keeps the right to change its policies. Any changes will be notified 30 days in advance of its applicable date.

I have completely read this Admission Agreement. I fully understand and will comply with all the policies of Morningstar Learning Center.

Parent/Guardian's Full Name (Print): _____

Signature: _____

Date: _____