



# Mother of Divine Grace School

407 Bryant Circle, Suite B1 • Ojai, CA 93023

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## 2012-2013 Mother of Divine Grace School Enrollment Form (New Families)

Father's Name: (First & Last Name)		Mother's Name: (First & Last Name)	
Address:			
City:	State:	Zip:	Country:
Phone (Home):		Phone (Mobile):	
E-mail:		Fax:	

**Attention California Families! To complete your application you must submit Immunization Records or a Waiver of Immunization Form. This is found at: <http://www.cdph.ca.gov/programs/immunize/Documents/pm286b.pdf>**

- Does it matter to you if your consultant has e-mail or not?  Yes  No
- Would you like to be on our list of enrolled families?  Yes  No  
This list can be found on the family site; it is updated monthly. If "Yes" is checked here we will include your contact information on this list.
- Which of the following led you to enroll with Mother of Divine Grace School?
 

<input type="radio"/> Designing Your Own Classical Curriculum	<input type="radio"/> Guidance of an MODG consultant
<input type="radio"/> Classical methodology & curriculum	<input type="radio"/> Flexibility
<input type="radio"/> Transcripts and academic record keeping	<input type="radio"/> National accreditation
<input type="radio"/> Assistance with college preparation and planning	<input type="radio"/> Friend's recommendation
<input type="radio"/> Teacher Assisted/Directed/Learning Support courses	<input type="radio"/> Homeschool conference

### Enrollment Fees: 2012-2013

- Registration Fee: (required each year) \$50 per family = \$50
- New Family Fee: (required if not enrolled in MODG at the end of the prior school year) \$100 per family = \$100
- Family Tuition Fee: (Choose Payment Plan 1, 2, or 3 and insert the 1<sup>st</sup> payment amount here) = \$
  - 1: Full: 1 Payment of \$660 due with enrollment; \$75 Savings!
  - 2: Partial: 3 Payments of \$245: 1<sup>st</sup> payment of \$245 due with enrollment; 2<sup>nd</sup> due in September, 3<sup>rd</sup> due in January
  - 3: Monthly: 9 Payments: 1<sup>st</sup> payment of \$245 due with enrollment + 8 payments of \$61.25 due July through February
- Middle School Student Fee: (for all students in Grades 6-8, due each year) \$35 x \_\_\_ students = \$
- High School Student Fee: (for all students in Grades 9-12, due each year) \$75 x \_\_\_ students = \$
- Transcript Evaluation Fee: (for 1 HS year outside MODG, one time fee) \$50 x \_\_\_ students = \$
- Transcript Evaluation Fee: (for 2 HS years outside MODG, one time fee) \$100 x \_\_\_ students = \$
- Transcript Evaluation Fee: (for 3 HS years outside MODG, one time fee) \$150 x \_\_\_ students = \$
- Special Services Fee Level 1: (complete & include Special Services Info p. 4) \$35 x \_\_\_ students = \$
- Special Services Fee Level 2: (complete & include Special Services Info p. 4) \$135 x \_\_\_ students = \$

**TOTAL PAYMENT ENCLOSED**

\$

Complete payment must be submitted along with this form for your application to be considered. All fees are non-refundable, except for tuition and student fees (see Refund Policy, p. 2). If choosing Tuition Payment Options 2 or 3, please read the Terms and Policies on the next page carefully.

<b>FORM OF PAYMENT:</b> CHECK # _____ MC <input type="radio"/> VISA <input type="radio"/> DISCOVER <input type="radio"/>	<b>EXP DATE:</b> ____/____
<b>CREDIT CARD NUMBER:</b> _____ - _____ - _____ - _____	<b>CVC CODE:</b> _____
<b>SIGNATURE:</b> _____	<b>DATE:</b> _____

Please answer the following questions to help us assign the best consultant to your family. This will greatly expedite the enrollment process and allow us to better serve you. Thank you!

1. How did you first hear about Mother of Divine Grace? \_\_\_\_\_
2. Have you visited our web-site or read our brochure?  Yes  No
3. How many children do you have? \_\_\_\_\_ What is their age range? \_\_\_\_\_
4. Do you have any areas of concern that may help us in determining who would be a good consultant for you? Include additional pages if needed. \_\_\_\_\_  
\_\_\_\_\_

5. What are your primary goals for your enrolled students?  
\_\_\_\_\_  
\_\_\_\_\_

6. Do you have any children with learning issues, not serious enough to be considered learning disabilities (i.e. they work at a reasonable pace within two grade levels of that typical for their age), but which demand more time and attention from you?  
\_\_\_\_\_  
\_\_\_\_\_

*If you have a child(ren) with learning disabilities, or serious enough difficulties that he/she would benefit from our Special Services Program, please complete page 4 of this application. If you are unsure whether your student requires Special Services contact the MODG office or refer to the Special Services Questions & Answers at: <http://www.motherofdivinegrace.org/enrollment/forms>.*

**MODG TERMS AND POLICIES (IMPORTANT INFORMATION – PLEASE READ CAREFULLY):**

**GENERAL POLICIES:**

- Mother of Divine Grace School does not discriminate against any family on the basis of race, gender, or religious beliefs. We accept families on a first-come, first-serve basis, provided that we have a consultant available for the family. We reserve the right to refuse enrollment to any family we do not feel qualified to assist. Applications for enrollment that come to us without payment attached or with incomplete information may be returned.
- Books are not included in Enrollment Fees. Online syllabi are provided with enrollment; Paper copies of syllabi are available at a 30% discount.
- Parents and students are responsible for making all scheduled phone calls to consultants and teachers.
- Families may request to be reassigned to a new consultant at any time. Requests will be honored if a new consultant is available. If not, the family will be reassigned upon re-enrollment. Students may also request to be reassigned to a new teacher. Again, requests will be honored if a new teacher is available and it is early in the semester. If not, the student can be reassigned at the semester or year's end.
- There is a \$25 "Bad Check" charge.
- Payment may be processed before a family has been accepted. If it turns out that we are unable to accept the family, they will be refunded in full.

**TUITION PAYMENT OPTIONS:** (These three payment plan options apply only to tuition and do not include other applicable enrollment fees).

- **Plan 1: Full payment of \$660. No additional payments due.**
- **Plan 2: Initial payment of \$245. Additional payments in September & January of \$245 each. (Families will be billed for these at the beginning of the month.)** Note: For families that enroll in September or later and choose Plan 2, the 2<sup>nd</sup> installment of \$245 is due upon enrollment.
- **Plan 3: Initial payment of \$245. 8 additional payments from July-February of \$61.25 each.**

Note: Plan 3 requires the family's authorization of automatic credit card payments or the submission of post-dated checks with their enrollment. If credit card payments are authorized, MODG will automatically bill the family's credit card on the first of each month from July through February. Families who enroll in July will need to include the first installment of \$61.25 with their initial payment. Families who enroll after July will need to include payment for each month past the start of the payment plan, including the month in which they enroll. After this, the monthly payments will be processed as usual, ending in February. Families may cancel automatic billing at any time by contacting the MODG office. **Important:** Your signature below is required for this plan.

**REFUND POLICY:**

- The Registration Fee, New Family Fee, and any Transcript Evaluation Fees, and Special Services Fees are non refundable as soon as enrollment is processed, since these fees all pertain to registration.
- The Middle School or High School Student Fees are refundable prior to August 1<sup>st</sup>. After August 1<sup>st</sup> these fees are non-refundable.
- The Tuition Fee is refundable in full if enrollment is cancelled before August 1<sup>st</sup> or within 15 days of when the enrollment was processed (whichever is later), provided no consultation has occurred. After this time one-third of the Tuition Fee is non-refundable. After September 30<sup>th</sup>, or if two consultations have occurred, the two-third of the Tuition Fee is non-refundable. After January 31<sup>st</sup>, or if three consultations have occurred, the entire Tuition Fee is non-refundable.

**TEACHER ASSISTED/DIRECTED/LEARNING SUPPORT PROGRAM:**

- **Registration.** TA/TD/LS Registration Fees are due at the time of course selection; they cover the entire year and are non-refundable. TA/TD/LS Registration fees vary based on the student's grade level: K-5<sup>th</sup> Grade = \$10; 6<sup>th</sup>-8<sup>th</sup> Grade = \$25; 9<sup>th</sup>-12<sup>th</sup> Grade = \$35.
- **Course Selection & Payment.** In addition to registration fees there are course fees. MODG will send you the course enrollment forms in June. We recommend discussing your course selections with your consultation before submitting the forms. All course forms and payment must be received by our office **no later than July 1<sup>st</sup>** if you wish to retain your spot in this program.
- Teachers will be assigned and their contact information sent to you in late August. Teachers begin working with students in September. After September 1<sup>st</sup> we may not be able to accommodate course changes. Students can switch between Learning Support sections only at the semester.
- TA/TD Course fees are refundable in full, if the course is cancelled before September 1<sup>st</sup> provided work has not been corrected. After August 31<sup>st</sup> TA/TD Course fees will be refunded in part when a course is dropped based on how far it is into the semester and how much work has been corrected. Learning Support class fees are refundable in part based on the month in which the class is dropped. Complete refund information is included in the Enrollment Booklet and will be included on the TA/TD/LS Course Enrollment Form.

My signature below indicates that I have read and understood the terms and policies above:

Signed: \_\_\_\_\_ **(Required)** Date: \_\_\_\_\_

Please list all students whom you would like to enroll in MODG. Make copies of this page to enroll more than 4 students.

Legal First and Last Name (Student 1)		Grade (entering)	New Student*	Special Services**
			<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Level 1 <input type="radio"/> Level 2
Student Residence (if different from that of parent):				
Birthdate:	Place of Birth:	Ethnicity:		
Is student planning on attending college? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain	Gender:	Primary Language:		
Schools & grades attended prior to enrollment in MODG: (Please check all that apply; leave blank if MODG is the student's only school)				
<input type="radio"/> Homeschool Program(s): _____		<input type="radio"/> Private School(s): _____		
<input type="radio"/> Homeschooled without a program		<input type="radio"/> Public School(s): _____		

Legal First and Last Name (Student 2)		Grade (entering)	New Student*	Special Services**
			<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Level 1 <input type="radio"/> Level 2
Student Residence (if different from that of parent):				
Birthdate:	Place of Birth:	Ethnicity:		
Is student planning on attending college? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain	Gender:	Primary Language:		
Schools & grades attended prior to enrollment in MODG: (Please check all that apply; leave blank if MODG is the student's only school)				
<input type="radio"/> Homeschool Program(s): _____		<input type="radio"/> Private School(s): _____		
<input type="radio"/> Homeschooled without a program		<input type="radio"/> Public School(s): _____		

Legal First and Last Name (Student 3)		Grade (entering)	New Student*	Special Services**
			<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Level 1 <input type="radio"/> Level 2
Student Residence (if different from that of parent):				
Birthdate:	Place of Birth:	Ethnicity:		
Is student planning on attending college? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain	Gender:	Primary Language:		
Schools & grades attended prior to enrollment in MODG: (Please check all that apply; leave blank if MODG is the student's only school)				
<input type="radio"/> Homeschool Program(s): _____		<input type="radio"/> Private School(s): _____		
<input type="radio"/> Homeschooled without a program		<input type="radio"/> Public School(s): _____		

Legal First and Last Name (Student 4)		Grade (entering)	New Student*	Special Services**
			<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Level 1 <input type="radio"/> Level 2
Student Residence (if different from that of parent):				
Birthdate:	Place of Birth:	Ethnicity:		
Is student planning on attending college? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Uncertain	Gender:	Primary Language:		
Schools & grades attended prior to enrollment in MODG: (Please check all that apply; leave blank if MODG is the student's only school)				
<input type="radio"/> Homeschool Program(s): _____		<input type="radio"/> Private School(s): _____		
<input type="radio"/> Homeschooled without a program		<input type="radio"/> Public School(s): _____		

Students no longer need to register for the Teacher Assisted/Directed/Learning Support Program at the time of enrollment. All students enrolled in MODG will receive the TA/TD/LS course enrollment form in June in order to sign up for specific courses. The TA/TD/LS Registration Fee is due with the individual course fees. All forms and course payments must be returned to the MODG office by July 1<sup>st</sup>.

\*New students entering 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> Grade need to pay a Transcript Evaluation Fee (see Enrollment Fees, pg. 1) for each year of high school that they have completed outside of MODG.

\*\*Check Level 1 or Level 2 and complete the Special Services Information form to enroll a student in our Special Services Program.

Complete for each student you would like to enroll in our Special Services Program.

Make additional copies of this page if you wish to enroll more than one student in special services.

Student First and Last Name:	Enrolled/Chronological Grade:	Grade Level based on work:
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Indicate which level you wish to sign up for (pick only one):

- Level 1: \$35 per year, per student.** *This level is appropriate for the student who has special needs but is working within two grade levels of his chronological grade, and whose parent needs help adjusting assignments and pinpointing crucial areas to focus on academically.*
  - Specialized assessments, if needed.
  - A knowledgeable consultant, with access to an MODG special services mentor, who can help the family implement the classical method for the child.
  - Access to Sharon Hensley for additional help at \$50/hr for one consultation, if needed.
  
- Level 2: \$135 per year, per student.** *This level is appropriate for the student who has special needs and is not working within two grade levels of his chronological grade, or the student who is in Grade 7 or above and is not able to fulfill the regular California graduation requirements, or any special needs student whose parent desires a consultation with an MODG certified special services consultant.*
  - Specialized assessments, if needed.
  - A knowledgeable consultant, with access to an MODG special services mentors, who can help the family implement the classical method for the child.
  - An MODG certified special services consultant to do a one-time three-way consultation with the parent and their consultant in order to set up a curriculum for the student and assist with more detailed curriculum customization and resources.
  - Access to Sharon Hensley for additional help at \$50/hr for one consultation, if needed.

Please Note: MODG advises families who sign up in the Special Service Program to also sign up with the Home School Legal Defense Association (HSLDA). In some cases this will be mandatory.

**Please check any issue that applies to this student. If there is no official diagnosis, see following box.**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Learning Disability: ADHD/ADD</li> <li><input type="checkbox"/> Learning Disability: Dyslexia</li> <li><input type="checkbox"/> Learning Disability: Vision Problems</li> <li><input type="checkbox"/> Learning Disability: Dysgraphia</li> <li><input type="checkbox"/> Learning Disability: Dyscalculia</li> <li><input type="checkbox"/> Non Verbal Learning Disorder</li> <li><input type="checkbox"/> Autism: High functioning or Aspergers</li> <li><input type="checkbox"/> Autism: Low functioning</li> <li><input type="checkbox"/> Obsessive Compulsive Disorder</li> <li><input type="checkbox"/> Bi-polar</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Educable Mental Retardation: Down syndrome</li> <li><input type="checkbox"/> Educable Mental Retardation: Other</li> <li><input type="checkbox"/> Traumatic Brain Injury: Seizures</li> <li><input type="checkbox"/> Traumatic Brain Injury: Other</li> <li><input type="checkbox"/> Hearing Impairment: Deafness</li> <li><input type="checkbox"/> Vision Impairment: Blindness</li> <li><input type="checkbox"/> Pervasive Developmental Disorder</li> <li><input type="checkbox"/> Health Issues: _____</li> <li><input type="checkbox"/> Depression</li> <li><input type="checkbox"/> Other: _____</li> </ul> |
|--|---|

**If the student does not have an official diagnosis, but struggles with learning, please provide more information on another sheet of paper.**

**Please list the texts used last year in the following subjects as well as their target grade levels.**

Math: \_\_\_\_\_ Grade: \_\_\_\_\_

English: \_\_\_\_\_ Grade: \_\_\_\_\_

Do you have to read to the student?	__ Yes	__ No
Does the student understand books at grade level when they are read to him?	__ Yes	__ No
Does the student need to read books at a much easier level?	__ Yes	__ No
Can the student write simple sentences on his own?	__ Yes	__ No
Can the student write stories that are much better if he dictates them?	__ Yes	__ No

Please attach a sample of the student's writing. If the student cannot retell or summarize by himself yet, submit something dictated to you, and please note that on the sample.

Please attach a description of your family. How does the education of this child fit into the dynamics of the whole family? Are you teaching multiple students? Are you able to successfully educate them all? Are you new to this? How does a typical school day go in your household?