



## New Family Checklist

Please use the following checklist to ensure you are ready for your interview. All paperwork must be completed and brought to the interview. We cannot accept incomplete paperwork. If your packet is incomplete, this will delay your ability to register your students for classes.

### To Prepare for the Interview:

#### Please Bring the Following Paperwork:

- ☐ **Family Information**
- ☐ **Family/Student Information and Eligibility**-(print one for each student), review with parents and students, sign both student and parent signatures where appropriate
- ☐ **New Family Registration Information & Payment Agreement**-(one per family), signatures from both parents
- ☐ **Terms and Conditions**
- ☐ **Medical History/Release Form**-with a 1 ½ "x1 ½ "-recent photo of each student - (print one for each student)
- ☐ **Class Application**-(print one for each student)

#### Payment:

- ☐ **\$50 Application Fee** (one-time fee for new families – nonrefundable- payable to Credo Academy)
- ☐ **Registration fees**-(Semester-long classes \$35) and (Yearlong classes \$65),the registration fees may be combined into one check for the whole family- payable to Credo Academy. First month of private music lessons will be due at interview if registering for music.
- ☐ **Class Tuition and Materials Fees** – checks made payable to individual teachers (yearlong classes paid in full) - will be mailed to teachers.

#### After the Interview:

1. The board will look over paperwork and send an email if Credo will open a spot for your family.
2. If you receive an acceptance email, please follow the directions on the email to sign up for a username and password. Within the week, you will receive an email that you have been approved.