



## WELCOME TO REGISTRATION

Please complete the following checklist items to enroll your child at Cactus Wren and/or to volunteer in your child's class.

ALL forms must be fully completed and returned at fall orientation, or three business days before your child's first day of class, if starting during the school year. Information on these forms is required by the Arizona Department of Health Services, Office of Childcare Licensure.

**Student Name:**

**Date:**

<b>REGISTRATION CHECKLIST</b>	
<b>STUDENT REGISTRATION FORMS- REQUIRED FOR ALL STUDENTS</b>	
_____	<b>Application Form (if applicable)</b>
_____	<b>Emergency Information &amp; Immunization Form:</b> Please fill in <b>all</b> spaces completely, including full addresses and telephone numbers. You must have <b>at least 2 people listed</b> as Emergency contacts.
_____	<b>Copy of your child's immunization record, or Religious Beliefs Exemption Form.</b>
_____	<b>By-laws Agreement and Hand Sanitizer Permission Form</b>
_____	<b>Adult Participation Contract</b>
_____	<b>Application Fee:</b> \$50.00 for the first child, \$40 for second child. Due at time of enrollment.
_____	<b>Tuition-</b> First and last month's due at fall orientation, or three business days before the first day of class if enrolling after the school year starts.
<b>PARENT CLASSROOM VOLUNTEER FORMS</b>	
_____	<b>TB Verification Form:</b> Can be completed at the Cochise County Health Department or by your personal Physician. The Health Department is located at 4115 E. Foothills Drive. Their telephone number is (520) 803-3900. TB tests are only given on Tuesdays by appointment only. A fee will apply.
_____	<b>Fingerprint Clearance Card:</b> Please visit the AZ Department of Safety website at <a href="https://www.azdps.gov">https://www.azdps.gov</a> for information.