



Thank you for completing the contract.

Use this checklist to verify you have completed everything required for enrolling your child.

1. ____ The Electronic Registration has been submitted.
2. The following documents have been uploaded through the Electronic Registration or submitted to the school in person, through email, or fax:
 - a. ____ Birth Certificate
 - b. ____ Immunization Record
 - c. ____ Any applicable court documentation (Parenting Plans, Restraining Orders, Student Name Change, etc.)
 - d. ____ Well Check from a physician (PK only)
 - e. ____ Emergency Document – print, fill out and submit to school (PK only)
3. All fees and tuition will be collected beginning Friday, February 1, 2019. You may pay by check (made out to Flagstaff Academy), cash, or credit card through RevTrak. If payment is not received within five days, the placement offer will expire.
 - a. ____ Preschool - \$100.00 Registration Fee plus the first month's tuition
 - b. ____ Full-Day Kindergarten - \$175.00 Tuition Deposit