

La Luz Early Childhood Center
Child Application and Renewal Form *(circle one)*

1301 Britt Street S.E. • Albuquerque, NM 87123 • 505 237-7237 • fax: 505 237-3723

Student Information *(please print)*

Last name	First name	Middle name(s)	Prefers to be called
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Home address	Home telephone
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City	State	Zip
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Date of Birth	Age	Sex
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Family Information *(please print)*

Parent 1's full name	Pager/Cellular #	E-Mail address
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Home address	Home telephone
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Employer	Position	Work telephone
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Employer's address	City	State	Zip
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Parent 2's full name	Pager/Cellular #	E-Mail address
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Home address	Home telephone
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Employer	Position	Work telephone
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Employer's address	City	State	Zip
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Who is the custodial parent(s)?

With whom does the child live?	To whom should correspondence be sent?
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List siblings (and ages)

We offer full time or 2 full days or 3 full days per week. We try to accommodate everyone's schedules but may be limited due to availability.

Each classroom will have a teaching team who will staff our rooms during the hours of 7:00am – 6:00pm so that relationships are consistent and teachers can communicate with each other and with parents. Please keep in mind that we have high standards for all our teachers. The quality of teaching will be **excellent** throughout the day. Please note: Breakfast will be available to children who arrive between 8:30 – 9:00 am. **If they will be arriving at 9:01 or later, please make sure your child has had breakfast before bringing them in.**

La Luz Early Childhood Center accepts applications, without regard to any child's background or family circumstances, on a first-come first-served basis, although exceptions may be made consistent with each classroom's learning environment and with promoting multicultural appreciation. An initial application fee of \$80.00 per child is due upon receipt of this application for first time applicants and a fee of \$50.00 per child is due upon renewal. Upon acceptance, a deposit of \$150.00 will be due and is applied towards the last month's tuition (**with a 30 day written notice**) along with a supply/material fee of \$80.00 for full time enrollees and \$50.00 for part time enrollees (defined as 3 days/week or less).

Parent Signature

Date

La Luz Early Childhood Center does not discriminate on the basis of gender, race, color, creed, disability, national origin or any other factor protected by law.

COMMENTS: _____

To Be Completed By La Luz ECC Staff

Date Received	By Whom	Application	Fee Paid	Renewal
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Application Accepted	Application Denied
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Date of Enrollment	Class Assignment/Teacher
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Date Placed on Waiting List	By Whom
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