

# DAYSPRING ACADEMY YEARLY RE-ENROLLMENT FORM

**PLEASE FILL OUT COMPLETELY!**

COUNTY \_\_\_\_\_ SCHOOL YEAR \_\_\_\_\_ Year of enrollment \_\_\_\_\_

Mail to: 4216 S Butler St, Atmore AL 36502  
Email in .pdf to: DaySpringAcademy1996@gmail.com

**\*\*\*\* Promo Codes for Early RE-enroll discounts can be found on DSA Discord group- you are REQUIRED to provide group username AND promo code in appropriate spaces below to take advantage of discounts for early re-enrollments\*\*\*\***

**\*\*\* Late fees will be applied for late re-enrollments/ Unenroll process will be completed by September 30. \*\*\***

This form should be used only to re-enroll for a new consecutive school year, by families already enrolled in DaySpring. Please note the fee schedule at the bottom and make sure you are sending in the correct amount.

## Guardian/Parent Please PRINT:

**Student Information Update.** Please note that you cannot add new students not previously enrolled by adding to this form. Please fill out the "Add a Student" paperwork located on the website for new students.

Name	Age/Birthdate	Grade
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_____	_____	_____
_____	_____	_____
_____	_____	_____

If you have had a change of contact information please submit a new **FIF**.

## Reminders:

1. Please be sure that you notify DaySpring of changes in address, email, and phone number in a timely manner.
2. Please confirm you have access to the DSA Discord group. Ask for invite link if not.
3. Parents of graduates- Make sure you turn in the Senior Package Request/Fees by **NOVEMBER 30<sup>th</sup>**.

## Re-enrollment checklist – please initial:

1. \_\_\_\_\_ Completed and enclosed Re-Enrollment form
2. \_\_\_\_\_ Completed and enclosed PAF form
3. \_\_\_\_\_ I have a change in contact info- I am submitting the update FIF form
4. \_\_\_\_\_ I have access to the DSA Discord group. Username is: \_\_\_\_\_
5. \_\_\_\_\_ confirmation will be emailed to you. Email: \_\_\_\_\_
6. \_\_\_\_\_ Total fee included ( ) *Paypal; DaySpringAcademy1996@gmail.com*  
( ) *Money Order* ( ) *Check- please allows 2 weeks for check to process*  
( ) *3% PayPal Serv. Fee*  
( ) \$ \_\_\_\_\_ *June re-enrollment Promo code (required)*  
( ) \$ \_\_\_\_\_ *July re-enrollment Promo code (required)*  
( ) *\$95 Aug 1<sup>st</sup> --Aug 31<sup>st</sup>*  
( ) *\$135 - Late enrollment-after Aug 31<sup>st</sup>*

\_\_\_\_\_  
Parents Signature

\_\_\_\_\_  
Date

4216 S Butler St, Atmore AL 36502 dayspringacademy1996@gmail.com

**DaySpring Academy is a community educational ministry  
of the church fellowship in Alabama**

# DAYSPRING ACADEMY POLICY AGREEMENT FORM

PLEASE READ THOROUGHLY (2 pages)

Initial each line:

- \_\_\_\_\_ We/I have downloaded and read/understand the enrollment handbook
- \_\_\_\_\_ We/I have read the guidelines and policies of DSA and understand/agree with them.
- \_\_\_\_\_ We/I understand there is no refund if we leave the school at any time
- \_\_\_\_\_ We/I understand that transcripts are not supplied without the payment of any applicable fees and submission of forms.
- \_\_\_\_\_ We/I understand that the enrollment fee does not cover children who are in another school but are not enrolling in DaySpring at this time.
- \_\_\_\_\_ I understand that an additional fee of \$28 will be due should we decide to enroll them later.
- \_\_\_\_\_ We/I read/understand DSA policy on **student records and transcripts.**
- \_\_\_\_\_ We/I will keep DSA informed of new phone numbers or address change.
- \_\_\_\_\_ We/I understand that if a child moves in with another parent/family member, friend, enrollment does not transfer, and a new enrollment is required
- \_\_\_\_\_ **We/ I do not hold DSA, the administrator, staff members of volunteers liable for the education of my child, including purchasing of curriculum, grading or testing.**
- \_\_\_\_\_ We/I understand **DSA is not state accredited.**
- \_\_\_\_\_ We/I understand **DSA fully places all responsibility of the education of my child on me, the parent.**
- \_\_\_\_\_ We/I know how to obtain a School Exclusion Form for a driver's license
- \_\_\_\_\_ We/I understand we are required to have access to the DSA Discord group to check on announcements and are responsible for knowing the information
- \_\_\_\_\_ **We/I understand how to deal with truant officers and PS personnel who ask about our enrollment or other education decisions.(see handbook)**
- \_\_\_\_\_ We/I understand our family is enrolled in a church school and not homeschooling per the laws of Alabama.
- \_\_\_\_\_ We/I understand we **MUST** re-enroll every year (June-August) using the re-enrollment form online only!
- \_\_\_\_\_ We/I understand we must buy books, plan curriculum and a daily program and keep records of grades/work completed.

\_\_\_\_\_  
Parent(s)Signature

\_\_\_\_\_  
Parent(s) Signature

\_\_\_\_\_  
Date

**\*\*If both parents do not sign, please provide proof of sole custody and/or legal right to make educational decisions.**

# DAYSPRING ACADEMY POLICY AGREEMENT FORM

## Policy Agreement Form cont...

### The Following are reasons for dismissal:

- \_\_\_\_\_ Failure to pay fees or a bounced check not cleared up in timely manner
- \_\_\_\_\_ Failure to inform me of a new address or phone number.
- \_\_\_\_\_ Conduct that puts DSA in jeopardy or legal trouble
- \_\_\_\_\_ Child/parent involved in illegal activities
- \_\_\_\_\_ Child moving to another residence without informing DSA
- \_\_\_\_\_ **Parent not having full legal custody OR spouse not agreeing to Home education**
- \_\_\_\_\_ Disregard for DSA policies.
- \_\_\_\_\_ **Parents not being honest about problems going on that may have a bearing on legal issues/custody issues/truancy issues**
- \_\_\_\_\_ Not reading and adhering to ALL policies and guidelines
- \_\_\_\_\_ Not having the update copy of the Enrollment handbook.
- \_\_\_\_\_ Not keeping a copy of the CSEF in a file
- \_\_\_\_\_ Not checking the DSA Discord group for pertinent information

### HIGH SCHOOL

#### Only initial if you have a highschooler

- \_\_\_\_\_ **We/I understand that for a graduating student I am required to turn in the Senior Package/Fees by November 30<sup>th</sup>.**
- \_\_\_\_\_ We/I understand the process to unenroll our child for the GED as per the handbook
- \_\_\_\_\_ We/I have read the information on the 3 offered diplomas and know what is required for each one.
- \_\_\_\_\_ We know a student must have ACT testing to apply to colleges and will apply for Testing through the ACT testing website.
- \_\_\_\_\_ We/I know certain subjects must be completed for the Academic and College Prep Diplomas and take full responsibility in having my child complete them.

\_\_\_\_\_  
Parent(s)Signature

\_\_\_\_\_  
Parent(s) Print Name Legibly

\_\_\_\_\_  
Date

**\*\*If both parents do not sign, please provide proof of sole custody and/or legal right to make educational decisions.**