



Student Information - Initial Registration

Student Legal Name _____ | Grade to Enter _____ | Repeat Y / N

Gender M / F | Ethnicity _____ | Date of Birth _____

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Student Cell Phone _____

Student Email _____ Car tag of student if driving _____

Is there any court ordered custody, payment, or contact information the school needs to know? Y / N
If yes, you must provide those documents to the school.

Past Enrollment

Most recent school attended _____ Year(s) attended _____

City _____ State _____

Reason for leaving _____

Highest level completed at your most recent school _____

If you attended your most recent school for less than two school years, provide the following information:

Previous school attended _____ Year(s) attended _____

City _____ State _____

Reason for leaving _____

Highest level completed at your previous school _____



Parent/Guardian (1)

Name _____ Relationship to student _____

Mailing Address _____

City _____ State _____ Zip _____

Physical Address _____

City _____ State _____ Zip _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Employer _____ Work Phone _____

Financially responsible? Y / N | Custody of the student? Y / N | Marital status _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Parent/Guardian (2)

Name _____ Relationship to student _____

Mailing Address _____

City _____ State _____ Zip _____

Physical Address _____

City _____ State _____ Zip _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Employer _____ Work Phone _____

Financially responsible? Y / N | Custody of the student? Y / N | Marital status _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N



Additional Contacts (1)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (2)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (3)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N

Additional Contacts (4)

Name _____ Relationship to student _____

Home Phone _____ | Cell Phone _____

Primary Email _____

Allow pickup? Y / N | Emergency contact? Y / N | FACTS Family Portal access? Y / N



Medical Information - Use a separate form for each student.

Primary care physician _____

Phone _____ Insurance provider _____

Group # _____ Policy # _____

Do we have permission to contact emergency services if we deem it necessary? Y / N

Preferred emergency room if possible _____

Allergy _____ Medication? Y / N | Epipen? Y / N

Allergy _____ Medication? Y / N | Epipen? Y / N

Allergy _____ Medication? Y / N | Epipen? Y / N

If yes, give instructions for use. _____

Regular Medication

Medication _____ Physician _____ Dosage _____

Medication _____ Physician _____ Dosage _____

Medication _____ Physician _____ Dosage _____

First Aid

Do representatives of Emmanuel Christian School have permission to administer first aid? Y / N

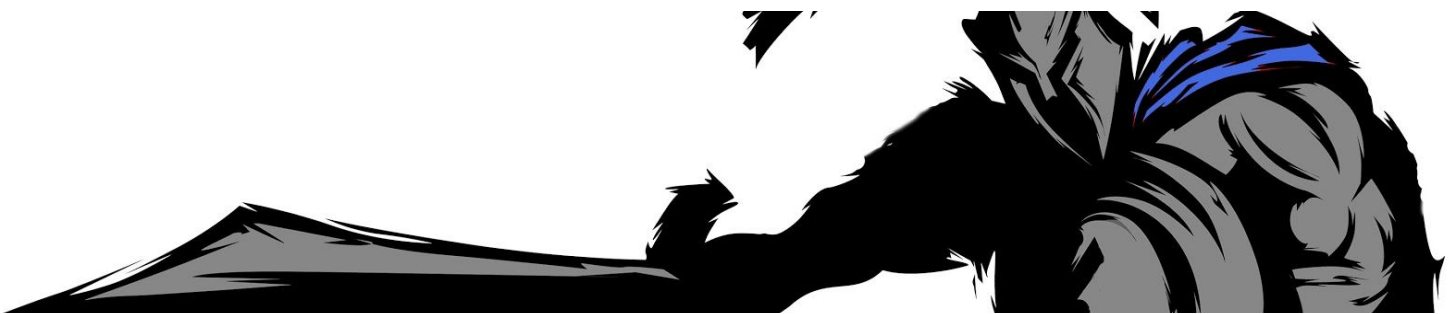
My child may be given the following:

_____ Tylenol/Generic _____ Antibiotic Ointment _____ Anti Itch Cream _____ Orajel/Generic

_____ Ibuprofen _____ Artificial Tears/Generic _____ Throat Spray _____ Cough Drops _____ Tums

Parent/Guardian Signature _____

Date _____



Internet Usage Contract (1st-12th Grade)

Use of the internet provides great educational benefits to learners. Although Emmanuel Christian School does have in place certain internet filters, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people. Access to the Internet is given as a privilege to learners who agree to act in a considerate and responsible manner. We require that parents or guardians read, communicate with their students, accept, and sign the following rules for acceptable online behavior.

1. Learners are responsible for good behavior on the Internet just as they are in school. General school rules for behavior and communication apply.
2. Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files created or transmitted using their school issued account will always be private.
3. The following are not permitted
 - A. sending or displaying offensive messages, or pictures over any medium or device (personal or school owned)
 - B. using obscene language, symbols, slang, or gestures over any medium or device (personal or school owned)
 - C. harassing, insulting, or attacking others over any medium or device (personal or school owned)
 - D. damaging computers, computer systems, or computer networks either physically or electronically (virus creation, spamming, Spy-ware, monitoring programs, file deletion, or formatting of hard drives)
 - E. violating copyright laws
 - F. using another's password- This is to be kept private by the student and the computer instructor.
 - G. trespassing into another's folders, work, or files
 - H. employing the network for commercial purposes
 - I. revealing the personal address or phone number of yourself or any other person without permission of the instructor
 - J. downloading, opening, transferring, or installing any program or file that has not been authorized by the instructor
 - K. hacking - for either good or malicious purposes
 - L. use of torrent sites for downloading movies, music, or software downloads protected by copyright laws
 - M. Creation or editing of information on social networks is not permitted on school computers.
 - i. Remember that your actions, activities, and language on such site reflect your lifestyle commitment.
 - ii. Transmission or retransmission of profanity or inappropriate material will be handled as your spoken word. This includes all acronyms for profanity.
4. Students are not to attempt to circumvent the school's firewall by utilizing vpn's or proxies on the school network.

I have read the rules for acceptable on-line behavior, understand the rules, and agree that my child is to comply with the above stated rules. Should my child violate the rules, I understand that he/she may lose network access and may face additional disciplinary actions.

Parent Signature _____ Date _____



Chromebooks (6th-12th Grade)

We became a Google Apps for Education school in 2014, utilizing digital textbooks and online resources for classroom enhancement. We have been able to give each student an @emmanuelwarriors.org email address and unlimited cloud storage space through Google Drive to store all of their work. Our teachers utilize the Google Classroom along with the Google Forms application. Google Docs and Sheets has allowed our students to work on classwork without the fear of losing their work because of the automatic save feature and the ability to submit their work electronically.

Chromebooks currently range in price from \$150-\$500. Below is a list of recommended Chromebook models. All of these can be purchased through Amazon.com, and many of them can be bought locally at Walmart, Best Buy, or Office Depot.

- Acer CB311-8H (Basic machine with good specs and cheap/easy to repair. AUP of June 2024)
- Acer 311 (C721) (AUP of June 2026)
- Asus C223 (Typically more budget-friendly and often on sale. AUP of June 2024)
- Asus Flip C213 (Ruggedized and spill-proof with a touchscreen. AUP of June 2024)
- Samsung Chromebook 3 (Solid machine without a touchscreen. Get the one with 4gb of ram instead of 2gb. AUP of June 2022)
- Samsung Chromebook 4 (Update to the Chromebook 3. AUP of June 2026)
- Lenovo 100E (Budget friendly. Gen1 AUP of Nov 2023 - Gen2 AUP of Jun 2025)
- Lenovo S330 (Budget friendly with 14" non-touch screen. AUP of June 2022)
- Lenovo C330 (Budget friendly with 14" touch screen. AUP of June 2022)
- Dell Chromebook 11-5190 (Good machine, but be careful when purchasing. There are four different models - Chromebook 11, 11-3123, 11-3180, and 11-5190. Each has a different AUP. The 11-3180(81) can be purchased at Best Buy and has an AUP of May 2022. The 11-5190 has an AUP of Nov 2023)
- Samsung Chromebook Plus (Great machine, but very pricey and more delicate than anything else on the list. Plus AUP of Aug 2023 - Plus V2 AUP of Nov 2024)

Please do not purchase a Windows netbook. They will be sold to you as "just like a Chromebook," but it is a Windows machine.

These are current models of Chromebooks as of January 2020, but as time progresses, there will be newer models available. If you choose to purchase a device that is not on this list, please reference the Chromebook Auto Update Policy (AUP) at <http://bit.ly/2XQa1WJ>.

You can purchase a few of these machines locally. You can also find these machines on Amazon and eBay. If you purchase on Ebay, please refer to the users rating and the condition of the device.

If you have any questions, please give Mr. Redmond a call at 334-792-0935, or send an email to redmond@emmanuelchristian.org.



Lifestyle Commitment Form (6th-12th Grade)

I have read the entire Middle School/High School Handbook, and I agree to uphold the guidelines outlined by the school. I do not participate in illegal activities, including vandalism of another individual's personal property, and I do not use profanity, tobacco, ecigs, vaping equipment, alcohol, illegal drugs, prescription drugs not prescribed to me. I am following biblical guidelines for my life by not involving myself in lifestyles that contradict Christian biblical standards and by abstaining from sexual promiscuity.

I understand that failure to conduct myself according to the biblical guidelines outlined in this Christian Lifestyle Commitment agreement may result in immediate dismissal from the school.

Student's name (please print): _____ Grade: _____

Student's signature: _____ Date: _____

I have read the entire Middle School/High School Handbook, and I agree to support the school by ensuring that my child upholds the guidelines outlined by the school. To the best of my knowledge, the lifestyle commitment statement of Emmanuel Christian School, which my child agreed to and signed above, is true and accurate.

I understand that if my child fails to conduct himself/herself according to the biblical guidelines outlined in this Christian Lifestyle Commitment agreement, the result may be immediate dismissal from the school.

Parent/Guardian signature: _____ Date: _____

The handbook can be viewed at <http://www.emmanuelchristian.org/forms.html>



Enrollment Contract (K-12th Grade)

It is my intention that my child complete the current year at Emmanuel Christian School. I agree to pay all tuition and registration fees and understand that in the event that I choose to enroll my student in a different school, the registration fees paid will not be refunded.

I understand that tuition is set on a yearly basis but may be paid over a twelve month period beginning in June and ending in May of the current school year. If registration is finalized after June of the current school year, payments will be divided over the remaining months to be completed in May of the current school year. I also understand that all monthly tuition payments must be processed through the FACTS Online Tuition Management System. I have read and understand the FACTS system information and agree to the expectations put in place by ECS. I understand that in the event that FACTS returns a payment due to insufficient funds, ECS will not be responsible for any fees placed on my account by my financial institution or by FACTS. ECS also holds the right to impose a late fee of ten dollars on my tuition account if payments are returned by FACTS.

In the event I wish to withdraw my student from the school, I must request the withdrawal in person in the school office.

Records and report cards will not be transferred to a different institution and/or college unless all accounts are up to date.

ECS administration reserves the right to terminate my child's enrollment at ECS if rules and guidelines are not held to by the student or if financial accounts become delinquent.

I agree to uphold and abide by the regulations and policies of ECS as they apply to myself and my child.

I understand the school has filed notice with and is exempt under law from regulation by the Department of Human Resources.

I give my permission for my child(ren) to take part in all activities sponsored by ECS, including but not limited to sports activities and all trips away from school premises. I understand that my child will not be taken off the school premises without the school giving me prior notice and securing my permission either by note or by phone. Although all precautions will be taken to ensure the safety of all children, accidents do happen. Therefore, I absolve Emmanuel Christian School, all school employees and board members, and all chaperones from liability to me or my child in case of an accident or injury at school or during any school activity. I also give permission for ECS to use my child's image in print and digital communication about Emmanuel Christian School.

I have read and understand the above information. Both parents must sign.

Father _____ Date _____

Mother _____ Date _____

If one parent has full legal custody of the child(ren), please sign below.

I am the sole legal guardian for the child(ren).

_____ Date _____



FACTS Tuition Agreement (K-12th Grade)

By registering my student(s) at Emmanuel Christian School, I understand that I am expected to sign up with FACTS Tuition Management service for a monthly draft of my tuition due, or I must pay in full up-front.

As a requirement of FACTS, I am expected to keep my account current and active. I understand that if I need to make any changes to the draft date of the master schedule, I must contact the school's financial secretary within seventy-two (72) business hours prior to the next scheduled draft. Change requests to the account can be approved by the financial secretary or school administrators.

Scheduled payments can be moved or redistributed, but payments cannot be placed on hold. Moved payments must be within fourteen (14) days of the original scheduled payments. Redistributed payments will be redistributed for a maximum of three months or through the end of the school year, whichever occurs first.

There can be a maximum of two redistributions at any given time. By registering with FACTS, I understand that in the event a scheduled draft is returned as insufficient funds, I am responsible for the NSF fees administered by my bank and by FACTS.

The school will cover up to \$45 of FACTS setup fees per family. In the event that multiple accounts are set up for the same family, the additional \$45 fee per account will be distributed evenly among all financially responsible parties. The fee will be added to the school tuition and will be withdrawn from my FACTS account in one (1) payment. The fee may not be added to my monthly distributions.

The registration fee cannot be added to FACTS to be distributed over all FACTS payments. Registration fees must be paid in cash or check at the time of registration. In the event that a registration fee check is returned as NSF, I will have seventy-two (72) hours to pay the registration fee in cash. I will also be responsible for any NSF fees administered by the bank.

Drop-in daycare charges and other charges incurred through the school year not paid by cash or check in the office at the time they are incurred will be added to my incidental charges in FACTS and will be scheduled to draft out on the 30th of the current month.

Music/Lesson fees will be added to my monthly draft beginning with my first draft for the new year or the first month in which lessons are requested, whichever occurs first.

Name of Financially Responsible _____

Signature of Financially Responsible _____

Date _____



FACTS Tuition Enrollment (K-12th Grade)

Financially Responsible _____

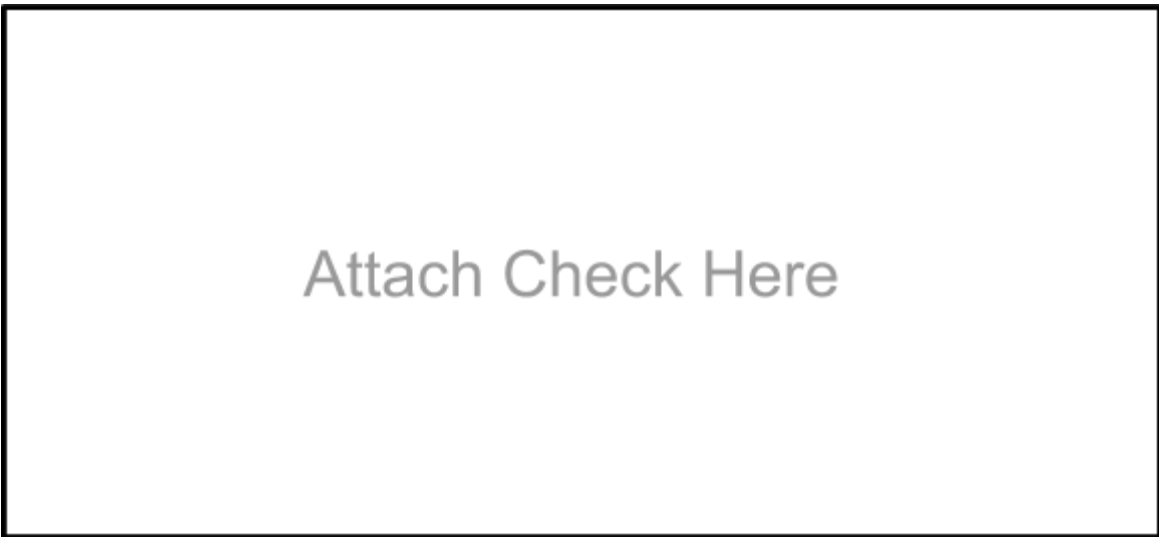
Street Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Students to include on this account

Voided Check



The school will cover up to \$45 of FACTS setup fees per family. In the event that multiple accounts are set up for the same family, the additional \$45 fee per account will be distributed evenly among all financially responsible parties. The fee will be added to the school tuition and will be withdrawn from my FACTS account in one (1) payment. The fee may not be added to my monthly distributions.

In the event that multiple accounts are used to pay a tuition account and one of those accounts become delinquent, the student(s) associated with that account may be removed from the school.

I also understand that until all FACTS accounts associated with my child's tuition have been set up, my child's registration process cannot be completed, and my child cannot start classes at Emmanuel Christian School.

Name of Financially Responsible _____

Signature of Financially Responsible _____

Date _____



Authorization for Release of Records

In accordance with the Family Educational Rights and Privacy Act of 1974, please release to the school named below all records, including:

- Cumulative Record
- Health Records, Immunization Records, Disciplinary Records
- Transcripts of completed work (including grades to date)
- Any other educational information
- Special Education records including IEPs, ITPs, BIPs, academic assessments, speech and language assessments, psychological evaluations and any additional pertinent information

Student's Legal Name _____ Grade Level _____

Gender M / F | Student's Date of Birth _____ Start Date at ECS _____

What type of school did the above student attend before enrolling at Emmanuel Christian School?

____ Public ____ Private ____ Homeschool ____ None* ____ Other _____

Name of previous school _____

Address _____

City _____ State _____ Zip _____

Years attended _____

*If you have checked this box then, if applicable, in the space provided above, write the name and address of the place where your child received special services/assessments/evaluations. Use a separate form for each service.

I hereby authorize the release of records, documents, or other information concerning the student listed above.

This release covers all school records, including but not limited to, records pertaining to discipline, expulsions, suspensions, attendance, grades, transcripts, testing results and special education.

I understand that the administration and office staff of Emmanuel Christian School will regard as confidential and privileged any information thus released to them and will use said information for the sole purpose of enrolling my student at ECS.

A copy of this Authorization shall be as valid as the original. This authorization is effective immediately and expires one year from the date below.

Parent/Guardian _____ Date _____

Signature _____