

# THE LANGUAGE WORKSHOP FOR CHILDREN AT KIDS' WORLD

1530 Greenview Dr. SW # 220 Rochester, MN 55902

Tel. (507) 261-9640

[www.lwfc-kidsworld.com](http://www.lwfc-kidsworld.com)

## ENROLLMENT FORM & POLICIES

### CHILD 1:

FIRST NAME: \_\_\_\_\_ MI \_\_\_\_\_ LAST NAME \_\_\_\_\_

GENDER: \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ ALLERGIES \_\_\_\_\_

TOTS: \_\_\_\_\_ ORIGINAL PROGRAM \_\_\_\_\_ ARTS & CRAFT \_\_\_\_\_ MUSIC & MOVEMENT

\_\_\_\_\_ CHILDREN \_\_\_\_\_ PRIVATE LESSON

OPTION 1: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_ OPTION 2: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_

### CHILD 2:

FIRST NAME: \_\_\_\_\_ MI \_\_\_\_\_ LAST NAME \_\_\_\_\_

GENDER: \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ ALLERGIES \_\_\_\_\_

TOTS: \_\_\_\_\_ ORIGINAL PROGRAM \_\_\_\_\_ ARTS & CRAFT \_\_\_\_\_ MUSIC & MOVEMENT

\_\_\_\_\_ CHILDREN \_\_\_\_\_ PRIVATE LESSON

OPTION 1: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_ OPTION 2: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_

### CHILD 3:

FIRST NAME: \_\_\_\_\_ MI \_\_\_\_\_ LAST NAME \_\_\_\_\_

GENDER: \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ ALLERGIES \_\_\_\_\_

TOTS: \_\_\_\_\_ ORIGINAL PROGRAM \_\_\_\_\_ ARTS & CRAFT \_\_\_\_\_ MUSIC & MOVEMENT

\_\_\_\_\_ CHILDREN \_\_\_\_\_ PRIVATE LESSON

OPTION 1: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_ OPTION 2: DAY: \_\_\_\_\_ TIME: \_\_\_\_\_

PHYSICIAN: \_\_\_\_\_ PHYSICIAN'S PHONE \_\_\_\_\_

PARENT LAST NAME \_\_\_\_\_ PARENT FIRST NAME \_\_\_\_\_

HOME PHONE: (\_\_\_\_) \_\_\_\_\_ WORK (\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

PARENT LAST NAME \_\_\_\_\_ PARENT FIRST NAME \_\_\_\_\_

HOME PHONE: (\_\_\_\_) \_\_\_\_\_ WORK (\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
CITY STATE ZIP CODE

EMAIL: \_\_\_\_\_ EMERGENCY NAME & PHONE \_\_\_\_\_

HOW DID YOU HEAR ABOUT US? \_\_\_\_\_

HAS YOUR CHILD HAD ANY EXPERIENCE WITH OTHER LANGUAGES? IN WHAT WAY?

CHILD 1: \_\_\_\_\_ CHILD 2: \_\_\_\_\_

CHILD 3: \_\_\_\_\_

**PLEASE READ THE NEXT PAGE AND SIGN BELOW. UNSIGNED ENROLLMENTS NOT ACCEPTED. THANK YOU FOR YOUR ENROLLMENT.**

I have read and agree to the policies on the next page. I understand that no refunds are granted after the refund deadline for the sessions: Fall 09/19/08 Winter 12/12/08 Spring 03/13/09. The Language Workshop For Children at Kids' World charges a \$50.00 class Withdrawal Fee.

Please find my payment information below.

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Parent Signature

## ENROLLMENT POLICIES

**MEDICAL CONDITIONS:** Parents of children who require any type of special medical care are advised that the LWFC at Kids' World's staff will not administer any type of medical treatment. The LWFC at Kids' World requires that a parent or caregiver of any child requiring medical attention stay outside the classroom in the event that a drug or other treatment may be necessary.

**MAKE-UPS:** Unused make-ups cannot be carried forward to the next session. Children who are never absent during a session are welcome to attend the scheduled make-up.

**VISITORS:** The LWFC at Kids' World learning environments are focused so that in Tots classes teachers admit only one adult for each child and cannot accept un-enrolled infants, siblings or guests in class.

**SEPARATION CLASSES:** By enrolling in a Children's class parents tell us that their child is ready to separate and is toilet trained. Parents may attend class with their child on the first day but must remain outside by the second class.

**SCHOOL YEAR:** The school year has three 10-week sessions and two session during the summer.

**DISCOUNTS:** Deduct 10% from the lowest tuition for the 2nd sibling enrolled and 15% for the third sibling enrolled. The discount cannot be combined with any other promotional discount. If you are enrolled Session-by-Session (in the same school year), take advantage of the discount re-enrollment rate offer for enrollments received (form and payment) by the following deadlines; Winter Session: 11/14/08, Spring Session: 02/13/09. After those dates first session rate enrollment fees apply. Simply reserving a class by the date, does not qualify you for the discount. Deduct 20% from tuition paid toward additional class(es) in the same session for the same child.

**PAYMENTS:** The enrollment office accepts personal checks (payable to "LWFC at Kids' World"), Visa, MasterCard, or money orders. Cash payments can only be accepted by Rebeca Sedarski.

**GUARANTEE:** If you are not fully satisfied with our program, we will refund tuition (less a \$50 withdrawal fee) paid toward the Fall Session until **09/19/08**, the Winter Session until **12/12/08**, and the Spring Session until **03/13/09**. **Neither refunds nor credits will be given thereafter.** Refunds are by check and can take up to 4-weeks.

**CHANGES:** If you need to change your class, please follow these two steps: (1) call first to notify us, (2) reiterate your request via email. Change Fee: \$25.

**CLASS CANCELLATIONS:** If the Rochester Public Schools close, the LWFC at Kids' World closes. We schedule extra, compensatory classes for any class cancelled by us for teacher illness or bad weather.

**CAMERA:** To protect children and methods used during class, video or audio recording devices are strictly prohibited. Cameras may be used for some shows or events. The use of such devices will be determined on a show-by-show basis by Rebeca Sedarski.

**PROTECTION OF METHODS:** The methods used at the Language Workshop for Children at Kids' World are proprietary. Use of our proprietary methods outside our premises, by individuals not authorized or licensed by the LWFC in writing, is strictly prohibited. Such unauthorized use may cause irreparable damage to the LWFC at Kids' World.

**STROLLERS:** The LWFC at Kids' World location has space limitations. Therefore the use of strollers is not allowed.

**TOTS CLASS FORMAT:** Languages for Tots is a structured play-group incorporating game-based interaction, and includes both moving and seated activities. To maximized educational value, caregivers should guide and encourage their child to participate.

**SCHOOL CREDITS AND SCHOOL CREDIT DEADLINES:** If you withdraw after the session's refund deadline passes we will issue a school credit (less withdrawal fee and class(es) taken) up until two business days before your second enrolled class. No school credits after that date. A school credit is not a credit to a credit card. A credit to a credit card is a refund. A school credit may be used for the same child, a sibling, or a child not previously or presently enrolled at LWFC at Kids' World, converted into a donation gift certificate, or redeemed for Professor Toto products.

I have read and agreed to the enrollment policies.

DATE: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_

I would like to pay by: ( ) **Check** -payable to *LWFC at Kids' World*, Money Order or Cash (only accepted in person by Rebeca Sedarski and only up to 10 days before classes begin.

( ) **VISA**      ( ) **Discover**      ( ) **Mastercard**

Please fax Credit Card information to: 507-288-5467

Name or Cardholder \_\_\_\_\_

\*\*Amount    \$ \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Billing Zip Code \_\_\_\_\_

Card # \_\_\_\_\_

\*\*The LWFC at Kids' World reserves the right to adjust to correct.