Prestonwood Christian Academy
A Ministry of Prestonwood Baptist Church

Homework Assistance Program
Registration Form
2009-10

Dear Parents,

The *Homework Assistance Program* is offered to students in grades 2-6. Qualified teachers assist students in similar grade levels for a period of time after the teacher's scheduled day is over. The teachers are available to answer questions, clarify instructions, and monitor progress, but not individually tutor students.

The program days are Monday, Tuesday and Thursday from 3:45 to 4:30 or 4:45 p.m. depending on the age of the students. You may choose to enroll your student two or three days a week.

The students are taken to a central place and given the time to have a snack brought from home and relax before the *Homework Assistance Program* time begins. The teachers take the students to their rooms starting at 3:45 p.m. Extended Day students are delivered to the program rooms by Extended Day staff. The second graders may be picked up at the front of the Lower School building in the carpool area at 4:30 p.m. The third through sixth graders may be picked up in the same location at 4:45 p.m. Students enrolled in Extended Care are picked up by the Extended Care staff. Students have this time to complete the daily homework, read for reading minutes, work on math memorization and study for tests.

Because teachers and a Homework Assistance Program Coordinator are paid for assisting the students, fees are assessed on a monthly basis.

Fees are charged on a monthly basis even if there is an uneven number of attendance days or if students do not attend each session for the month. However, the fees for the months of November, December, January, March and April when there is one week less of school plus in April the week of achievement testing are three- fourths the fee.

Please circle the desired program:

Program	Monthly Fee Two days a week	Monthly Fee Three days a week
Student enrolled in Extended Care	$56.00	$84.00
Student not enrolled in Extended Care	$80.00	$120.00

LATE PICK-UP FEE: Students will be taken to Extended Care ten minutes after the scheduled pick-up time and charged a dollar per minute late fee.

Child's name: _____ Grade: _____

Parent Name: _____

Home phone: _____ Work phone: _____ Cell phone or pager: _____

E-mail: _____

Please specify the days you would like your student to attend if you have requested two days a week:

_____ Monday _____ Tuesday _____ Thursday

There will be no Homework Assistance Program on any days when school is not in session including inclement weather days. Additionally, all students who are not picked up from carpool within the specified time-frame will automatically be sent to Extended Care. If taken to Extended Care, parents will be charged a dollar per minute, per child. I (We) understand that my child must be signed out of Extended Care by a parent or one of the following persons authorized by me (us):

_____ _____

_____ _____

I (We) understand that I (we) am responsible for the Homework Assistance Program tuition at the time of billing or my (our) child (ren) will not be allowed to attend the program the following month. I (We) understand there are no refunds for missed days.

_____ _____
Parent Signature Date

Mail this completed form to the address below, give it to the Lower School receptionist or return it on Back to School Day.

Prestonwood Christian Academy
Attn: Homework Assistance Coordinator
6801 W. Park Blvd.
Plano, TX 75093

The program officially begins Monday, August 31, 2009.

V0702-2009