



enrollment checklist

- ☐ A Passport Sized Photo of the child
- ☐ A Copy of the photo page of the child's passport or a copy of his/her birth certificate
- ☐ A Copy of the child's immunization card
- ☐ A Completed Bluebrook Academy Enrollment Application (form found online for download)
- ☐ Tour Completed
- ☐ Child was presented for meet and greet
- ☐ A Completed Medical Form (form found online for download)
- ☐ A Completed Covid19 Declaration Form (form found online for download)
- ☐ Proof of payment: Non-Refundable Seat / Crib Fee \$200.00 (annual fee)
- ☐ Proof of Payment: Non-Refundable Registration Fee \$100.00 (one time fee)
- ☐ Proof of Payment: First Month's Tuition (based on the environment the child is admitted to)
- ☐ A minimum of three uniforms for your little one
- ☐ A Get to Know my Baby Form (form found online for download)
- ☐ Statement of Understanding (form found online for download)
- ☐ List of supplies are purchased and turned over to the school

(for official use only)

- ☐ Add Mom to Parent Group
- ☐ Add Dad to Parent Group
- ☐ Add baby name to Mom's Name in Bluebrook Phone
- ☐ Add baby name to Dad's Name in Bluebrook Phone
- ☐ Ensure all forms are completed accurately & nothing is missing
- ☐ Child's name is added to the website (tuition page)