



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)