



## Commonwealth-Parkville School

### RE-ENROLLMENT 2012-2013

#### WELCOME TO RE-ENROLLMENT PROCESS:

PKS Campus: Parent Orientation on Monday, August 20, 2012

Commonwealth Campus: New Student Orientation on Friday, August 10, 2012

#### FIRST DAY OF SCHOOL:

Commonwealth Campus: MONDAY, AUGUST 13, 2012

Parkville Campus: TUESDAY, AUGUST 21, 2012

We are pleased to send the RE-ENROLLMENT AGREEMENTS for the academic year 2012-2013. You will be able to complete the process on line with two exceptions: (1) The Enrollment Agreement (2012-13) with payment and (2) New Parent Ten Month Direct Debit Contract with voided check---both of which require hard copy returns. All other forms may be updated electronically including the following:

- Information Update Form
- Renewal of 10- Month Direct Debit Payment Plan form
- After School Program Agreement Form
- Transportation Form

Also included are the **Tentative** Calendar (2012-13) and the Schedule of Tuition and Fees.

Should you have difficulty completing the process, please call Diana Morales at 787-765-4411 ext. 242 or by email: [dmorales@cpspr.org](mailto:dmorales@cpspr.org).

#### WEDNESDAY, FEBRUARY 29 – LAST DAY FOR RE-ENROLLMENT DISCOUNT

For current students, please complete the Re-enrollment form and forward with deposits of \$375 per child to Diana Morales at Central Office by Wednesday, February 29, 2012.

**After February 29, WITH NO GUARANTEE THAT SPACES ARE AVAILABLE,**

**From March 1 – 29<sup>th</sup> the fee is \$500**

**From April 8 – 30<sup>th</sup> the fee is \$600**

**May 1<sup>st</sup> and after the fee is \$700**

#### HOW DO WE ENROLL SIBLINGS?

For siblings entering CPS for the first time, each student needs to complete entry forms, testing and interviews. To reserve a space, a deposit of \$500 is required and applies towards tuition. It is non-refundable. Many classes are filling up rapidly, so it is absolutely vital to indicate your intentions NOW. WE CANNOT GUARANTEE SPACES FOR STUDENTS AFTER FEBRUARY 29 when enrollment will be opened to the general public on a first-come, first-served basis.

#### HOW CAN I SUBSCRIBE TO DAILY BUS SERVICE TO AND FROM PARKVILLE AND COMMONWEALTH CAMPUSES?

Bus service from Parkville to Commonwealth and back each day is available. Please fill out the Transportation Agreement form on line at the time of re-enrollment, with the Re-Enrollment form. If you have any questions, please call Diana Morales (787) 765-4411, ext 242. Bus service by Transporte

Hernández, Inc. is supported by CPS, and costs \$95 per month payable by semester (\$475.00 each) or through a payment plan. Checks should be made out to CCSI and clearly marked for bus service.

#### **DOES CPS HAVE AFTER-SCHOOL CARE AT PARKVILLE CAMPUS?**

There is an after-school care program for Parkville students, PPK-grade 6, from 3:00 p.m. until 5:30 p.m. daily. A monthly charge of \$100 applies. To enroll, please fill out the After-School Program Agreement form on line. For more information, go to our website or call or see Monsita Rivera, receptionist and after-school director at Parkville: 787-720-3992.

#### **WHAT IS THE FINANCIAL AID PROCESS?**

Families wishing to apply or reapply for financial aid should contact Jo-Ann Aranguren, Director of Admissions, at 765-4411, ext. 233. Families currently receiving financial aid must reapply annually. THE PROCESS IS NOT AUTOMATICALLY CONTINUED FROM YEAR TO YEAR. Deadline for applications for financial aid is February 29, 2012. Sorry, but we cannot honor requests received after February 29<sup>th</sup>.

#### **WHEN DOES THE NEW SCHOOL YEAR BEGIN?**

The **tentative** calendar for 2012-2013 academic year is also available on the Website

- **COMMONWEALTH CAMPUS: GRADES 7-12:** On Friday, August 10, all new students including 7<sup>th</sup> grade students from Parkville Campus will have an orientation at the Commonwealth Campus from 9:00 a.m. to 12:00 noon. No CPS uniform required. **The first day of school for grades 7-12 is Monday, August 13.**
- **PARKVILLE CAMPUS: GRADES PPK-6:** On Monday, August 20, at the Parkville Campus, parents are asked to attend a special orientation to meet faculty and administration, to deliver medical and other forms, and to present payment vouchers. **You will be notified of the exact time in the summer mailing.** Please **NO STUDENTS** on August 20 at Parkville. **The first day of school is Tuesday, August 21, 2012.**

Meanwhile, we urge you to read the CPS Scene published four times annually on our Website and in hard copies in December and June. The CPS Scene contains a large variety of events and general information that is outlined and highlighted.

For further information, please check our website: [www.cpspr.org](http://www.cpspr.org).

***REMEMBER...RE-ENROLL BY FEBRUARY 29 TO RECEIVE A DISCOUNT  
AND ASSURE SPACES FOR 2012-2013 SCHOOL YEAR.***