

### **Requirements for enrollment**

The forms listed below must be fully completed before the child can be enrolled in the program. Parents are solely responsible for ensuring the accuracy of the information contained within those forms and for keeping all such information current. NWMC assumes no responsibility for keeping forms update. Parent will be required to review the forms to ensure accuracy throughout the year.

1. Application for Enrollment: It gives us information regarding whom to contact in case of emergency. To whom your child may be released and medical information.
2. Parent Responsibilities and Enrollment Agreement: Officially enrolls your child in the program, and states that parents agree with schools policies, payment schedule and guidelines regarding medication and health.
3. Child Placement Contract: Required by state of Michigan.
4. Health Appraisal: State law requires proof of all immunizations.
  - 1 of the following depending on the age of your child
    - a. A signed statement on the state of the child's health based on an evaluation by a licensed physician or his or her designee made within the preceding 12 months and every 1 year thereafter. Restrictions, if any, on activities shall be stated by a licensed physician; or
    - b. A written statement from parents that the child has completed, or has an appointment to take part in a health care program which shall include health observations, physical assessments, and screening tests, when such a health program is available and has been approved by the department of public health. The result of this health-screening program shall be on file in the center following such as assessment and shall be updated every year.
    - c. A signed statement that the child is in good health and that the parent objects to physical examination or medical treatment on religious grounds.

If you have chosen not to have your child immunized, please ask the director for an immunization waiver form. Immunization may be waived for certain reasons. Please discuss this with the Director. Parents are required to have a waiver on file in place of an immunization record, so that the center can maintain compliance with licensing regulations