

# CLE SCHOOL SUPPORT & RECORD KEEPING



## CHRISTIAN LIGHT EDUCATION

PO Box 1212 • Harrisonburg, VA 22803-1212  
 Phone: 877-226-8010 • 540-434-0750 8:30 – 5:00 ET  
 Fax: 540-433-8896 • school.support@clp.org • www.clp.org/cle

ENROLLMENT/RENEWAL FORM August 2011 – June 2012

Please check one:

**ENROLLMENT**  
 This is our first time enrolling in  
 CLE School Support & Record Keeping.

**RENEWAL**  
 I have previously been enrolled in  
 CLE School Support & Record Keeping.

School Name	Account Code (if known)	Date		
Mailing Address	City	State	Zip	Country
Phone	Fax	E-mail		

ENROLLMENT/RENEWAL FEES – August 2011 - June 2012		AMOUNT
Enrollment – includes Teacher Training for one teacher	(\$180 for foreign including Canada)	<b>\$160</b>
Renewal	(\$180 for foreign including Canada)	<b>\$160</b>
Less Longevity Credit – when renewing		
Teacher Training for additional teacher(s), tutor(s), or aide(s)	Number of additional trainees _____ × \$50	
Basics for Beginners – recommended when teaching Learning to Read	<b>No charge</b>	<input type="checkbox"/> (check if ordering)
Student Service fees	Number of students _____ × \$25	
		<b>SUBTOTAL</b>
		<b>CANADIAN GST</b>
		<b>TOTAL</b>

### Payment Method



MasterCard  Visa  Discover  American Express  Cash/Check

Charge Card Number	Expiration Date	Signature
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**Refund Information** • Only a partial refund is offered after 30 days from the invoice date. No refund after 90 days.

**Registration Information** • School registrations along with all students' names should be finalized by July 1, 2011 for the 2011/2012 school year. Registration provides record-keeping services for a normal school calendar year. The *Family and Student Information Sheet* will be included in the *Reporting Forms Packet* sent at the the beginning of each school year.

**\*Longevity Bonus** • We encourage you to provide stability for your students in their education and want to be your choice for as long as you need record keeping services. Therefore, we offer incentives based on the number of consecutive years you use our services.

- \$20 credit for renewing into our program for the 2nd through 4th year.
- \$35 credit for renewing into our program for the 5th through 9th year.
- \$50 credit for renewing into our program for the 10th through 14th year.
- \$65 credit for renewing into our program for the 15th year and beyond.

You may deduct credit from your renewal total if you have verified the correct amount by contacting us. If you mail in the full amount without the credit deducted, we will apply the credit to your account for future use. This credit is non-refundable.

### Student Information

#### Number of Students in Each Grade

Kindergarten (optional) \_\_\_\_\_

Grade 1 _____	Grade 4 _____	Grade 7 _____	Grade 10 _____
Grade 2 _____	Grade 5 _____	Grade 8 _____	Grade 11 _____
Grade 3 _____	Grade 6 _____	Grade 9 _____	Grade 12 _____

For additional assistance, call us at  
**877-226-8010**

Our school plans to send Quarterly Progress Reports to CLE School Support & Record Keeping by (check one)  E-mail  Mail

Check here to request blank Quarterly Progress Report forms by mail.

Send the original form, with your fee, to Christian Light Education. We recommend you keep a copy for your records.