



Dear Parents,

The After-School Enrichment Program (ASEP) is making preparations for a great 2011-2012 school year. Staffing, scheduling, and logistics are already being arranged. Enclosed you will find an enrollment form as well as an information sheet outlining our guidelines, rates and billing details.

Pre-registration of your student(s) helps us better prepare for the coming year. It is very helpful if you will complete an enrollment form once you are sure that you will use ASEP next year. One form per student is required. Please note that this form is for students entering K5 and up. You may mail the form, deliver it in person, or fax it to 770 957-2290.

The \$45 per week ASEP rate is perpetually billed weekly (regardless of hours or days attending) until and unless a withdrawal form is received. Students who withdraw from the program and are later re-enrolled will incur a \$25 reenrollment fee.

For those students remaining past 6:00PM, there will be a \$5.00 per week charge. This charge applies for students remaining past 6:00PM for one or all days of that week. Pick-ups after 6:30PM will incur a \$1.00 per minute charge.

There will be an ASEP coordinator available in the elementary foyer on Orientation Day. If you are unable to make a decision at this time, please stop by the table and check space availability on that day.

All ASEP information and forms are also available at www.elcaonline.org/asep.

Thank you for your interest in ASEP! We look forward to seeing your child soon!

Sincerely,

A handwritten signature in blue ink that reads "Kim Brunette".

Kim Brunette
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