

HOME SCHOOL FAMILY MINISTRIES
 Registration for Academic & Elective Classes
 HSFM c/o J. Corrigan 35403 Piney Cir Lake Elsinore, CA 92532
hsfmclasses@gmail.com / hsfmservices.org



Parents: _____ DATE: _____
 Address: _____ Phone #1 : _____
 City/zip: _____ Phone #2 : _____
 Email: _____ How you heard about HSFM: _____
 Years Home Schooling: _____ First Year _____ 2-5 Years _____ 5+ Years

Name		Registration Fee/year	Material Fee/year	Name		Registration Fee/year	Material Fee/year
Grade	DOB			Grade	DOB		
9:10				9:10			
10:20				10:20			
12:10				12:10			
1:20				1:20			
2:25				2:25			
<i>Totals</i>				<i>Totals</i>			
Reg + Mat Fee TOTAL				Reg + Mat Fee TOTAL			

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9:10				9:10			
10:20				10:20			
12:10				12:10			
1:20				1:20			
2:25				2:25			
<i>Totals</i>				<i>Totals</i>			
Reg + Mat Fee TOTAL				Reg + Mat Fee TOTAL			

Payment Schedule – Families participating only first semester have agreed to pay 75% of the total fees for the year.

Total All Children (Registration & Material Fees/Year) + \$40 family fee)	Deposit	October	November	December	February	March
	25%	20%	20%	10%	15%	10%

****OPTIONAL DONATION** above the amount for goods & services received are tax-deductible and any amount is greatly appreciated.

Beginning with the November payment, a service fee of \$5 will automatically be applied to family balances each month only when zero payments have been made. To avoid the service fee, a minimum \$10 payment toward the balance must be made each month (along with a request on file for an alternate payment plan).

DROP FEES will be calculated based on the date HSFM receives notification by email

- At least 4 weeks' notice prior to start date –\$20 if dropping all classes or \$10 per dropped class
- At least 2 weeks' notice prior to start date –\$30 if dropping all classes or \$15 per dropped class
- Less than 2 weeks' notice prior to start date –\$40 and \$10 per dropped class
- Weeks 1 & 2 – 15% first dropped class and 10% each additional dropped class
- Week 3 & 4 – 20% registration fee for each dropped class
- Week 5 & 6 – 30% registration fee for each dropped class
- Week 7-8 – 40% fee ~ Week 9-10 – 50% fee ~ Week 11-14 – 75% fee ~ Weeks 15-29 –100% all fees.

** Material fees are calculated separately, depending on the curriculum and supplies already purchased.

Family fee is retained once classes have started. Transferring after week 4 may incur a fee.

****CO-OP Policy**** _____ Having read the Family Questionnaire, I acknowledge the need for the Tuesday campus workload (set-up, tear-down, monitoring) to be covered by the many families who are being blessed by the services HSFM provides, and I will thoughtfully consider how I too can be a blessing to the ministry and the families it serves by either accepting a semester helper position or voluntarily contributing toward the funds needed for HSFM to credit families who commit to certain jobs on a weekly basis.

FOR OFFICE USE ONLY

- PCO
- QB
- FORMS
- Missing:
- PAYMENT - DATE:
 - Check #
 - Cash
 - Zelle
 - CC/QB – Fee

SIGNATURE REQUIRED _____ date _____

Home School Family Ministries Liability Agreement & Photo Release

I, _____, represent that I am the parent / legal guardian for my children: _____, _____, _____, _____, _____, _____, and that as such, I am authorized to act on (his/her/their) behalf as well as my own behalf, in entering into this agreement.

In joining this organization, Home School Family Ministries (HSFM), and participating in its services and/or activities (including but not limited to: academic, and elective classes, etc.), I acknowledge that I remain the sole party responsible for my child(ren), their actions and activities, their care and supervision, their safety, their insurance, and their financial needs, and that no individual or group, HSFM board of directors & officers, administrators, teachers, the organization/co-op itself, volunteers, staff, employee or contracted persons associated with the organization, any school, church, or PSP, city or other governmental agency (the “released parties”), are assuming that responsibility. Even though I am enrolling with and participating in the organization/co-op, the academic and elective classes, or other services and activities with my children, I am solely responsible for my child(ren). I am utilizing the assistance of the organization/co-op and the “released parties” for my convenience and assistance, and any activity my child engages in will be under my control and with my knowledge and consent. I, my spouse, or a designated responsible adult will transport, accompany, and remain with my child(ren) at all organizational activities. I accept the responsibility to take whatever action or precaution is necessary to protect my child(ren), to supervise any activity undertaken as part of the organization/co-op, and to withdraw my child(ren) from any activity or situation that I deem unsafe.

I agree to adequately insure my child(ren) for any and all injury, damage or loss which may be sustained in the course of any activity associated with my child(ren)’s participation or association with the organization/co-op (academic, and elective classes, or other services and activities anticipated by registration with the organization/co-op, or otherwise).

On behalf of myself and my child(ren) I hereby waive and release any action or cause of action against the released parties for any activity associated with my child(ren)’s participation or association with the organization/co-op (academic, and elective classes, or other services and activities anticipated by registration with the organization/co-op, or otherwise), and I hereby indemnify and agree to hold the released parties harmless thereof, which may be brought by or on behalf of myself, my child(ren) or any other related party, arising from any activity the organization/co-op, academic and elective classes, or other services and activities anticipated by registration with the organization/co-op, or otherwise.

I understand that because we live in a litigious society, each member of the organization/co-op is being requested to enter into this agreement, and that mutual consent is necessary for the protection of the organization/co-op and its participants. I am retaining a copy of this agreement for my personal records.

Signed: _____ Dated: _____

Photo Release

I give my permission for HSFM to use photographs of my child(ren) taken during academic or elective classes, and/or HSFM activities. HSFM may use selected photos for promotional materials or to graphically enhance the website or social media for advertising purposes. I understand that once an image is posted on the website, the image can be obtained by any computer user; however, children’s names are confidential and will not be included with the photos. I hereby indemnify and agree to hold the released parties harmless thereof, namely HSFM board of directors & officers, administrators, teachers, the organization/co-op itself, volunteers, staff, or contracted persons associated with the organization, any school, church, or PSP.

Signed: _____ Date: _____

Home School Family Ministries Statement of Faith

Home School Family Ministries (HSFM) is a 501(c)3 Nonprofit Religious Organization comprised of Christian home school families. The following statements are foundational values essential for the participation of each family in the organization/co-op. Your signature is your affirmation that you/your family share in this Statement of Faith and Purpose.

1. All persons involved in the organization (including, but not limited to parents, children, employees, volunteers, directors, officers, etc.) profess and promote faith, love, and commitment to Jesus as personal Savior and Lord. We accept the Bible as the inspired Word of God and are yielded to the Holy Spirit to teach and guide us.
2. We believe that Jesus Christ is fully God and fully human, that He was born of a virgin, lived a sinless life, provided for the atonement of our sins by His vicarious death on the cross, was bodily resurrected by the power of the Holy Spirit, ascended back to the right hand of God the Father, and ever lives to make intercession for us.
3. We believe that God is eternally existent in three separate persons: Father, Son, and Holy Spirit. We believe in all the fundamental doctrines of orthodox evangelical Christianity.
Participating children also know and love Jesus. They accept parental authority.
4. Participating families have chosen to home school for various reasons. A primary reason for doing so is to train our children in the ways of the Lord and minimizing worldly influences. In our daily lives, we attempt to keep our children's hearts pure in the knowledge of God and His Word. We also attempt to keep our children separate from the destructive influences of our society.
5. Families have sought the association of other Christian home schooling families for our children's physical/sports activities, participation in academic and elective class, or other activities offered through HSFM so that their social environment will be consistent with the teaching and values of our faith.
6. All persons involved in the organization (including, but not limited to parents, students, volunteers, contracted individuals, directors, officers, etc.) acknowledge that everyone involved comprise a team that will together minister to the needs of Christian home schooling families and will ensure that the students' experiences will be consistent with this written statement of faith and purpose.

Statement of Purpose

HSFM is a non-profit 501c(3) corporation organized for the purpose of ministering to Christian home school families. HSFM is not a school for student enrollment. Rather, it is a ministry and service to home school parents, organized to assist in the teaching of various subjects and providing academic and elective opportunities that are conducive to a group and classroom environment. Such services are also intended to provide encouragement through fellowship, friendship, academic accountability for older students, and the sharing of counsel and resources.

Services are organized and provided through the efforts of home school families. Teachers and coaches are independently contracted for the services they provide. HSFM incurs and maintains minimal expenses for administrative, bookkeeping, and clerical assistance in order to keep fees for services cost-effective for home school families. Fund raising efforts, which are required by the IRS for tax exemption, are conducted for the sole purpose of keeping fees for services as minimal as possible and for providing optional opportunities for participating families to offset registration expenses. As a non-profit organization, HSFM is able to accept tax-deductible contributions.

In all the services and activities provided or facilitated through HSFM, parents remain accountable as the responsible home educator for grading and crediting their children, utilizing the "credit verses enrichment" check-off grading system per each family's discretion (for high school and some Jr. high classes). Teachers provide learning material, course outlines, class activities, and homework assignments, which are intended to supplement daily home study efforts. Since HSFM is a ministry to home school families, families agree to the parental and financial roles as outlined in the Liability Agreement and Participation Agreement.

Church Fellowship: _____

Signed: _____ Date: _____

Participation & Financial Agreement

I am accepting financial responsibility to pay our family balance according to the payment schedule. Should unforeseen circumstances inhibit my ability to make each of the payment due dates (25% Deposit / 20% Oct / 20% Nov / 10% Dec / 15% Feb / 10% Mar), I will contact HSFM (hsfmclasses@gmail.com) to discuss payment options.

I understand the service and bank fee policies. Bank fees for insufficient funds will automatically be added to the family fee. **Avoid late-payment service fees (NEW POLICY)** - Families desiring an alternate payment plan may submit minimum \$10 payments (toward their balances) with each payment beginning with the Nov 15 payment (enclosing a request for an alternate payment plan). Service fees of \$5 will automatically be applied to family balances each month *only* when zero payments are made. This policy will minimize administrative hours as families make payments in a timely fashion.

I understand that the classes are scheduled and priced for the FULL YEAR and I agree to pay applicable drop fees according to the drop policy. HSFM will absorb the remaining losses. **Avoid unnecessary drop fees** – Drop fees increase as the weeks move forward, so be sure to notify staff via email or in person should the need arise to make adjustments to your class schedule.

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At least 2 weeks' notice prior to start date –\$30 if dropping all classes or \$15 per dropped class

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Weeks 1 & 2 – 15% first dropped class and 10% each additional dropped class

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*** Material fees are calculated separately, depending on the curriculum and supplies already purchased.*

Family fee is retained once classes have started. Transferring after week 4 may incur a fee.

I understand that I remain responsible for grading and crediting my child(ren). Many of the course descriptions are written to accomplish a full year of curriculum with personalized guidance and feedback on students' work. However, some are written to enrich and supplement a family's personal course of study, and I accept the responsibility to understand the scope and purpose of each class I enroll for my children.

I accept responsibility to ensure that my children are appropriately escorted and supervised per my discretion. I have signed the Liability Agreement form and fully accept my financial and supervisory roll as defined. If I am unable to remain on campus, it will be my responsibility to ensure that my children are appropriately supervised. HSFM does not accept “care-taking” responsibility of students. Parents remain fully accountable and liable for their children at all times.

Although I may have multiple children enrolled in the classes and am unable to attend each class, it is my desire to be there with them and help them as needed. If I have infants and toddlers with me, I understand that I am welcome to participate in the classes per my discretion. In any event, I will visit my child(ren)'s classes regularly so as to be fully knowledgeable and aware of class activities and materials being taught and of my child(ren)'s behavior and conduct.

I will ensure that my children's appearance is conservative & modest (no tight clothing or excessive skin showing; no blatant piercings; no unconventional hair styles). Although no personal judgment is placed upon others who do not share my convictions or liberties, my family will respect the convictions of others by choosing to avoid clothing styles and other aspects of personal appearance that could potentially offend another family. While participating with Christian home school families through HSFM, our family chooses to walk in love by avoiding offenses in the area of personal appearance and adhere to the organizational dress code.

I will ensure that my children are respectful of facilities including, but not limited to, Calvary Baptist Church. I will ensure that my children understand and respect rules for orderly conduct, and that they will treat teachers, students, and other family members with kindness and respect. My children will avoid the use of electronic devices that can be a distraction, and will avoid social discussions that focus on movies, music, or other secular interests that Christian families may not agree.

I understand that this agreement is between myself and HSFM and is established for the benefit of all involved. I understand that an agreement such as this forms the basis for like-minded home school families to enter a mutual association with a shared vision. I understand that a shared and mutual vision between HSFM and my family is needed in order for unity to form the basis for a relationship that is balanced with grace.

Signed: _____ Date _____

Welcome! HSFM Enrollment Questionnaire

Thank you for your thoughtful responses whether you are a new or returning family. You can elaborate as needed on the back side or a separate paper.



How did you hear about HSFM?

How long have you been homeschooling?

Is this your first year with HSFM? Approximately when did you first start taking classes?

Is your family experiencing particular circumstances that would make it difficult for you or another delegated adult to remain on campus with your children?

HSFM operates on a very efficient and lean budget to keep prices affordable. The workload to set-up, tear-down, and oversee the campus takes many helpers throughout the 8-hour workday. Families will be given the opportunity to accept helper jobs with a small credit toward their balance. The option to hire campus security and workers would cause a significant increase in class fees. Everyone benefits when we have enough families willing to commit to a particular job that is fitting for their circumstances.

To respect and accommodate the needs of all families, there are jobs suitable for different limitations and constraints families experience, and include (but not limited to)

- Monitoring – sit near the snack tables, playground, or hallway to monitor (single period). This is a possible option for those with babies and young children or for parents working remotely or doing schoolwork with their children.
- Set-up – spend 10-15 minutes helping with set-up. Set-up and tear-down jobs are often a convenient option for families who want to help with a quick job or involve their older children and teens.
- Tear-down – spend 10-15 minutes helping with various tear-down jobs throughout the day.
- Classroom helper – commit for the year (credit is higher for these jobs)

Would you be interested in receiving a helper credit (\$20-60/sem/job)? In years past, families have appreciated credits for helping with one or more jobs to help decrease their family balance.

YES NO

If you want to decline a co-op helper position (with or without a family credit), can you contribute to help offset the cost of helper credits (*which will amount to approx. \$7,000/yr*)? Any amount is appreciated.

YES NO

Are you enrolling a student who has had disciplinary action at another campus? For what reason?

Do you have reservations regarding HSFM's "Liability Agreement, "Statement of Faith" and/or the "Participation Agreement"?

Unless you are using the classes as supplemental or enrichment, will you be overseeing your students' work according to the specific needs of each class and curriculum, and also maintaining open communication with the teachers as needed?

For high school students, will you be overseeing your students' work to ensure that their papers and tests are their own original work?

Do you have any concerns to share with HSFM staff as we begin the school year (academic, emotional, special needs, other)?

- As a tax-exempt, non-profit organization (since 2005), HSFM is required by the IRS to receive community support through donations (in addition to the fees collected for the services it provides). Tax-deductible donations above the cost of classes are greatly appreciated.

Thank you!

Other Comments or Concerns



Name: _____

Number I can be reached at: _____

Office Use Only

Orientation date _____

Reviewed by _____

But also for this very reason, giving all diligence, add to your faith virtue, to virtue knowledge. 2 Peter 1:5