



**TWIN PEAKS CHARTER ACADEMY**  
**Registration Packet Checklist – Grades K-12**  
**Welcome to Twin Peaks Charter Academy!**

**To secure this enrollment offer, please carefully complete and return this entire packet with the required additional documents and fees**  
 Questions? Please contact the Registrar 303.772.7286 X 57051 or Secondary Counselor X56901 if you have any questions:

Student's Legal Name _____	DOB _____
Grade in 2018-2019: KFULL    KAM    KPM	1    2    3    4    5    6    7    8 9    10    11    12

**Required:**

- \_\_\_\_\_ SVVSD Student Enrollment Forms (attached) OR SVVSD ONLINE Registration forms (use the online form **only if brand-new to the district, i.e. no one in your current household has ever been enrolled in the district**).  
 Available at <http://www.svvsd.org/schools/enrollment-registration> )
- \_\_\_\_\_ Copy of legal birth certificate
- \_\_\_\_\_ Copy of current immunization record
- \_\_\_\_\_ Proof of residence in the St Vrain Valley School District (Utility bill, property lease or mortgage agreement) OR Non-resident application if you do not reside in the St Vrain Valley School District. (Form is attached: OPEN ENROLLMENT/NON-RESIDENT APPLICATION)
- \_\_\_\_\_ Copy of any current health plan, individual education plan or advanced learning plan, if applicable.
- \_\_\_\_\_ TPCA Parent Contract, one per family listing all of your students enrolled at TPCA, K-12 (attached)
- \_\_\_\_\_ Academic records (grade records, standardized assessment report from previous years)
- \_\_\_\_\_ **TPCA Full Day Kindergarten only: \$100 Tuition deposit (non-refundable)**
- \_\_\_\_\_ **TPCA Full Day Kindergarten only: Registration Agreement**

School information, including notification and updates of fee assignments and payment due dates, will be sent to parents via phone and email messages. Please provide contact information updates to the school in a timely manner.

## Parent Contract

**T-JF-E**

Parent Contract between \_\_\_\_\_ and Twin Peaks Charter Academy on behalf of:  
 (Parent/Guardian's name)

\_\_\_\_\_  
 (Student's name)

\_\_\_\_\_  
 (Student's name)

\_\_\_\_\_  
 (Student's name)

\_\_\_\_\_  
 (Student's name)

\_\_\_\_\_  
 (Student's name)

I will commit my family to Twin Peaks Charter Academy for the school year and assist in its further development and success. I will demonstrate my commitment by observing the rules. Violation of the rules may result in disciplinary action including possible suspension or dismissal.

1. I will ensure that my student(s) and I respect the authority of the school administration, teachers and other persons of authority at the school.
2. I will ensure that my student(s) treats other students with courtesy and respect.
3. I will accept responsibility for the behavior of my student(s), and ensure that my student(s) complies with the school's code of conduct.
4. I will ensure that my student(s) attends regularly per school policy. Assignments missed during absences will be completed in agreement with my student(s) teacher(s).
5. I will ensure that my student(s) arrives at school on time.
6. I will attend 1st and 3rd quarter parent-teacher conferences and communicate with school staff as required.
7. I will support my student(s) in the completion of all homework assignments.
8. I will ensure that my student(s) is dressed in compliance with the school dress code.
9. I will ensure that my student(s) has proper hygiene, adequate nutrition and adequate rest.
10. I will provide transportation and lunch for my student(s).
11. I will actively support Twin Peaks Charter Academy by volunteering my time and/or resources. This include participation of 20 hours per school year per family in Board meetings, committees, fundraisers, classroom projects, workdays, and/or donation of goods, services or money to the school.

I have reviewed and understand this contract, TPCA Dress Code and Parent/Student Handbook.

A copy of this contract must be signed and on file at the school by the third day of school or the student will be suspended. If a signed contract is not on file by the fifth day of school, the student will be dismissed from TPCA and their position will be made available for another student.

A copy of this contract will be kept on file, at the school, in its unaltered state. Any item crossed out voids this contract.

Parent/Guardian Signature	Date	Student Signature	Date
Student Signature	Date	Student Signature	Date
Student Signature	Date	Student Signature	Date