

# Hampton First Baptist Academy

85 McDonough Street, Hampton, GA 30228

(770) 946-4802 Fax: 770-946-8996

[www.HFBAcademy.org](http://www.HFBAcademy.org)

Dear Parents,

Everything you need to register is on the website or you can choose to use our online registration option through Procure! If you choose to print the registration form, please make sure to fill out the Registration Form **completely!** Do not leave anything blank. If it doesn't apply, please write N/A. Please make sure that all addresses are complete, including street address, city and state. If you have email, please include it, along with your cell phone number. If you only have a cell phone, please provide an alternate number for emergency purposes.

Please take a moment to completely read the Handbook. We have made a few important changes to our Policies and Procedures for the upcoming school year and want everyone to be aware of those changes.

Your registration fee is due when you turn in your completed registration form. Matriculation fees will be due in full by **May 1st**. Note: **Registration and Matriculation fees are NON-REFUNDABLE.**

**We have found that our happy families are our best advertisement. If you refer a new family and they enroll their child, you will receive a certificate for a \$25 discount off one month's tuition for the 2020-2021 school year.**

Below is a checklist of everything that is needed at the time of registration. Please make sure that you have included everything on the list. If your packet is missing something, we will not be able to process it. Remember that class sizes are limited and some of our classes fill up quickly, so the sooner you return your Registration form the better.

Sincerely,

*Mrs. Robin*

- \_\_\_\_\_ Completed, signed Registration form and Registration Fee
- \_\_\_\_\_ Read Handbook
- \_\_\_\_\_ Updated Immunization Form (needed by school start date)
- \_\_\_\_\_ Copy of Birth Certificate
- \_\_\_\_\_ Copy of Form 3300 ( age 4 and up )