

Enrollment and Scholarship Process

Enrollment:

We strongly encourage you to take advantage of our early mail-in registration process as some classes fill very quickly. All registration is done on a first-come, first-served basis. Additional forms can be found online at www.contracosta.edu/CFK/. Please call us at (510) 235-7800 ext. 4564 if you have any questions.

BY MAIL: STARTING NOW!! Last day to mail in will be June 10th

1. Send completed *Enrollment Application* (with completed *Emergency Information/Behavioral Contract*) along with a check or money order made out to COLLEGE FOR KIDS.
2. We will mail you a receipt, enrollment confirmation card, and welcome letter.

ON SITE: June 1st – 11th ONLY (Closed Fri., Sat. and Sun.)

- On site registration will take place in the **STUDENT LIFE CENTER**.
- On site registration times are as follows
Monday – Thursday 9:00am – 5:00pm
WE WILL CLOSE FROM 12:30 – 1:30 FOR LUNCH
- Please bring cash, check, credit card or money order payable to COLLEGE FOR KIDS.

WAIT LIST: We will have a 5 student limit to each wait-listed course. Families will be notified via phone if a seat becomes available and payment will be due within 3 business days. If you do not pay for the class within 3 business days, you will be moved to the bottom of the list.

Scholarships:

There are two scholarship programs. Both are need based.

Incomplete forms will not be accepted or considered.

The deadline for the scholarship application is **MAY 15th**. THERE ARE NO EXCEPTIONS.

NOT ALL APPLICANTS WILL BE AWARDED SCHOLARSHIPS.

Past CFK behavior and class participation will be taken into account in addition to scholarship funding availability.

CFK Scholarship

- Only one award will be given per family and is limited to one class. (\$100)
- Scholarships are need based. Special circumstances will be considered.
- If your family was awarded a CFK scholarship in 2008, you are **ineligible** to receive a CFK scholarship this year

San Pablo Youth Scholarship

- You **MAY** be awarded more than one scholarship to a maximum of \$400 per student. There is no family limit.
- Scholarships are need based for **SAN PABLO** residents only. (*This does not include the unincorporated areas of Richmond that have a 94806 zip code such as Tara Hills.*)
- You **MUST** fill out the San Pablo Youth Scholarship form and provide requested information.

To complete the scholarship form(s) included in this packet.

1. Make sure to indicate the course(s) in which the student wishes to enroll and the time the course meets.
Please provide at least one alternate!
2. Have a teacher, counselor or principal provide a recommendation.
3. Attach proof of low-income status. (*Approved documentation is listed on the form.*)
4. Attach the completed *Enrollment Application* and *Emergency/Behavioral Contract*.
5. Mail the completed scholarship application along with the completed enrollment form to the **address on the bottom of the form**.
6. Scholarship award letters will be mailed the week of May 25th. (*Tentative*)