



Hello Families,

We are looking forward to next school year! Registration for the 2021-2022 school year will open on Monday, February 1, 2021. A one-time, early registration discount of \$50 per child will be available through April 20, 2021. To qualify for discount, you will need to have completed the following:

- 1) Application and/or enrollment/re-enrollment completed in Renweb.
 - a) If you are a new family, go to our website www.hmsrichards.org, click on the 'admissions' tab, then click on 'enroll'. The application/enrollment is a two-step process. You will submit the application, it will be reviewed by the HMS Richards office, then you will receive an email letting you know you can proceed with the enrollment portion.
 - b) Current families, you only need to finish the re-enrollment portion, you will be getting an email when enrollment is open.
- 2) Signed up for automatic withdrawal in Smart Tuition.
 - a) Current families, you are automatically re-enrolled in Smart Tuition.
- 3) MUST have tuition up to date.
- 4) If applying for financial aid, your application must be submitted along with any supporting documentation.
- 5) Once we have received ALL online registration/enrollment/documentation, you will receive an email letting you know that you have completed registration and qualified for the \$50 early registration per student.
- 6) Space may be limited in some classrooms, so register early to reserve your spot, as we are on a first-come, first-serve basis.

If you have questions feel free to give us a call at 970-667-2427 or email at info@hmsrichards.org, or communicate your thoughts on the back of this form and drop it in the offering basket on your way out of the sanctuary. Please let us know if you would like to schedule a tour of the school or a home visit, we would love to meet with you!

We are looking forward to a great year in 2021-2022!