

Michigan State University  
**“Spartan Kids” Parent Registration Form**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone/Pager: \_\_\_\_\_

Email Address(es): \_\_\_\_\_

**Which semesters will you need childcare? Please write in the year in the space following.**

Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_

**Please check the appropriate boxes:**

- 1).  Domestic Student  
 International Student
  
- 2).  Undergraduate Student  
 Freshman  
 Sophomore  
 Junior  
 Senior  
 Post-secondary (Graduate, Ph.D) Student

Expected Graduation Date: \_\_\_\_\_

Enrolled Credits for Current Semester: \_\_\_\_\_

- 3).  Male  
 Female
  
- 4). Race (optional): \_\_\_\_\_
  
- 5).  Parent  
 Legal Guardian
  
- 6).  Living independently  
 Living at home (applicant is legally dependent on their parents)
  
- 7).  Single  
 Married / Living with Partner  
Is your spouse a MSU student?  
 Yes  
 No  
  
Is your spouse a faculty/staff member?  
 Yes  
 No
  
- 8).  I am the head of the household financially  
 I am not the head of the household

9). Are you employed?

Yes

No

If yes, how many hours per week do you work? \_\_\_\_\_

10). Do you receive childcare assistance from outside sources (such as Dept. of Human Services, MSU Child Care Grant, Women's Caring Program, City of East Lansing, City of Lansing)? If so, please describe type and amounts.

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**Children:**

**First Name**

**Last Name**

**Gender**

**Date of Birth**

1. \_\_\_\_\_

*In need of:*  Regular part-time/full-time care  Evening Care  Weekend Care  Before & After School Care (for East Lansing schoolagers)  Summer Camp (for schoolagers)  Emergency Back-up Care

2. \_\_\_\_\_

*In need of:*  Regular part-time/full-time care  Evening Care  Weekend Care  Before & After School Care (for East Lansing schoolagers)  Summer Camp (for schoolagers)  Emergency Back-up Care

3. \_\_\_\_\_

*In need of:*  Regular part-time/full-time care  Evening Care  Weekend Care  Before & After School Care (for East Lansing schoolagers)  Summer Camp (for schoolagers)  Emergency Back-up Care

**Parents should:**

- ✓ Be respectful of provider policies and rules
- ✓ Communicate with your childcare provider about appointments, illnesses, schedule changes, etc.
- ✓ Drop your child off and pick them up at the scheduled times

If you arrange childcare for a certain time and do not bring your child, you may incur fees of up to \$4.00 per hour. If you drop off your child early or pick them up late, you may incur additional fees as well. It will be up to the provider to decide what those fees and consequences will be. If problems continue, you may be removed from the program.

By signing this form, you acknowledge MSU is not liable for the childcare quality you receive. The quality of appropriateness of these dependent care services cannot be guaranteed by Michigan State University. The childcare providers listed have been verified to be licensed by the State of Michigan Department of Human Services – Division of Child Day Care Licensing. As the parent/guardian, you are responsible for making the selection that best suits your child's needs.

Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Office use only:**

Date Received: \_\_\_\_\_

- Pell-Award Letter/Proof of Income Attached
- Entered Into Database
- Entered Into Hour Tracker
- Email entered into Distribution List
- Confirmation form and letter sent: