

**The Beverly Institute**  
**Check Off List for Parents**  
**School Year \_\_\_\_\_**

**Items to Bring Back**

- Registration Fee
- Book/ Computer Fee
- 1<sup>st</sup> Tuition Fee Installment Request for Records
- Copy of Birth Certificate
- Copy of Social Security #
- Reference – Discipline
- Admission Statement for New/ Returning Students Signed
- Attendance Policy
- Dress Code Policy
- Computer Policy
- Medical Authorization, Emergency Information, and Authorized Pick up Persons Form

Please View [www.thebeverlyinstitute.com](http://www.thebeverlyinstitute.com) to see all Policy and Procedures

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