

We are 2021-22 vendors for:
Connecting Waters Charter School
Hickman Charter School
Escalon Charter /Gateway Academy
Visions in Education Charter School

CANCELLATION AND/OR REFUND POLICY: Students who cancel course(s) prior to the Monday of the first week course is to begin will be charged a 25% or \$50 materials fee, dependent upon charter school contract terms. Cancellation offered after first day of course will be charged the full amount of course, as agreed by charter school contract terms. No refunds are available.

ATTENDANCE POLICY: Absences are recorded and reported to charter school as agreed by the terms of our contract. Make-up classes are not currently available. Online activity videos will be provided for absences due to illness or COVID-19 quarantine.

WAIT LIST OR INTEREST LIST: If you are interested in classes that are full or are not offered on a date you would like, make sure to fill out the SURVEY FORM on our Register Here page! This information will be used to help develop future classes.

REGISTRATION INSTRUCTIONS

- Be sure to register under each STUDENT'S NAME.
- Using the "Register Here" tab at www.newmettlefarms.com, choose a Program Type. Students can only use school funds for two program sections: Programs or Family Workshops.
- Choose your program and click the Cart icon when you are ready to check out.
- On the 'My Cart' page, review your order for dates and times and type in under 'Add a Note' your student's school and age. Click 'Checkout' when completed.
- On the 1 *Shipping* page, please type in YOUR STUDENT'S information. Click 'Continue'.
- For the 2 *Delivery* section, click the 'Services-No Shipping' option. Click 'Continue'.
- For the 3 *Payment* section, click the 'Offline Payment' option.
- For the 4 *Review & Place Order* section, click box next to the 'I agree...' statement. Please feel free to read our Terms & Conditions & Refund Policies. Click 'Place Order' button to complete registration.
- See your school instructions for an additional directions.

NOTE: You will need to repeat this step for each student.

- New Mettle Farms will contact you the first week of classes when PO's, Vouchers, or office approval has been received with an appointment reminder through Google Calendar.

Parent Instructions for
SCHOOL Registration Procedures

Schools do not cover Saturday activities, or any activities held outside of the specified times and dates on school calendars. Please reference your schools' calendared activity dates and times.

**FIRST: Register your student on the NMF website
to assure there is space in classes.**

CONNECTING WATERS CHARTER SCHOOL

Please have your ES send a PO AFTER you register your students on our website.

- Be sure to register under each STUDENT'S NAME.
- See Registration Instructions above.
- When NMF registration is completed, please be sure that your ES has been contacted with program name, dates, and times so they can create a PO on your behalf.
- New Mettle Farms will confirm registrations and POs with CWCS before the start of class.

Thank you and we look forward to enjoying a learning adventure with your student.

GATEWAY ACADEMY

- Be sure to register under each STUDENT'S NAME.
- See Registration Instructions above.
- As per Gateway Academy policy, parents must either pay through our online payment option when registering or contact us at *newmettlefarms@gmail.com* to arrange a cash payment. Reimbursement arrangements from your school are solely the responsibility of parents.
- During activities, parents are required to:
 - Sign an attendance form
 - Bring any relevant school paperwork to class. Paperwork will be reviewed and returned on the following class date or on the same day, dependent upon available time.

Thank you and we look forward to enjoying a learning adventure with your student.

VISIONS IN EDUCATION

- Be sure to register under each STUDENT'S NAME.
- See Registration Instructions above.
- When NMF registration is completed, please create an E-Voucher for teacher approval through VIE's the Launchpad Portal.
- Approved E-Vouchers will be generated for New Mettle Farms to review before the start of class.

Thank you and we look forward to enjoying a learning adventure with your student.

HICKMAN CHARTER SCHOOLS

- Be sure to register under each STUDENT'S NAME.
- See Registration Instructions above.
- Contact Patti Angle at your school office (209) 874-9070 ext. 3 ext. 1 to designate your student's school funds to New Mettle Farms. Be prepared to supply the class name and program dates.
- Hickman Charter School will send a confirmation email that your funds have been approved.
- During activity dates, parents must sign-in for each attending child.
- Thank you and we look forward to enjoying a learning adventure with your student.

ADULT OR CHILD REGISTRATION PAYING IN CASH

Please use the "Register Here" page to enroll your children or yourselves.

- Make sure to write in the *NOTE box* that you will be paying in cash.
- When asked for payment info, choose Paying OFFLINE.
- Discounts are extended with the understanding that you have committed to pay fees in full.
- Payments made in cash can be made in person by appointment. Please contact our office to make an appointment, 209-484-7148.
- DO NOT bring cash payments to classes.

Cash Discounts are offered as follows:

- 5% off completed registrations for any combination o:
 - 2 educational programs or workshops or
 - 2 or more registrations for students or adults

ADDITIONAL HOME SCHOOL CHARTER SCHOOLS:

We are not currently vendors with other charters schools. If you would like to request that we consider your school application, we would be happy to look over the vendor application process to see if we would be a good fit. Please understand this is a lengthy process with specific deadlines. We may not be able to complete paperwork within a semester. Send application links to our [company email](#).