

HOW TO TIPS on completing the ASES online enrollment form

Modesto City Schools
After School Safety and Education (ASES) Program
Enrollment Form
Formulario de inscripción

Follow these directions to ensure your enrollment in ASES is quick and successful the first time! **Important:** if any portion of your form is incomplete then it will be returned to you via email and you must correct items, re-sign, and submit again for processing. Let us help you get through the form with these directions.

- Enter your email address carefully, if the address is incorrect we cannot return the form to you.

The screenshot shows the 'SSS - ASES Enrollment' form. It has two input fields: 'YOUR FULL NAME / SU NOMBRE COMPLETO' and 'YOUR EMAIL / SU CORREO ELECTRÓNICO'. The email field contains 'happy1234@gmail.com' and is highlighted with a yellow circle. Below the email field is the text 'Enter to receive confirmation of submission.' and a blue button labeled 'Go to form / Ir al formulario'.

- All bold red boxes must be completed
- Each time you submit or resubmit the form you must re-sign in all places, look for these red boxes and yellow boxes
- Page 1, Student information/Emergency contact **MUST be completed and signed.**

- Page 2, ASES Sports Release and Indemnification is optional. If you intend for your child to participate in sports you must complete all sections and all signatures (Sports Release and Medical Coverage).
- Page 3, Early Release Form is optional. Only complete if your child will leave the program early on a **regular** basis. Complete all sections and sign.
- Page 4, Permission to Participate **MUST be completed**. Complete ALL red boxes for permission to participate in ASES activities and agree to policies/procedures.
 - Media Permission **MUST be completed** - Mark EITHER “I give permission” OR “I do not give permission”.
 - Jr. High School section **MUST be completed for these students** - Mark EITHER “I give permission” OR “I do not give permission” to watch PG movies.
 - Sign in the red box.
- Add Attachments - any documents such as custody orders are downloaded and attached here to be forwarded.

If you need additional assistance please call the Intervention Programs office at 209-574-1608, Monday-Friday 8:00 a.m. - 6:00 p.m.

For assistance in Spanish, please call our office between 9:00 a.m. - 12:00 p.m.

