

To KAST Currently Enrolled Families: Registration process for the 2019-20 school year.

Part 1: SUBMITTING On-line REGISTRATION REQUEST

Please first fill out your on-line “Registration Request for 2019/20 School Year” with your child’s intended schedule for next school year. This on-line portion of registration will be open from **Friday, March 1st through Monday, March 11th** Note: ***If you do not submit your intended schedule by Monday, March 11th a KAST space will not be held for your child for the 2019-20 school year. Request for additional days will be given on a 1st come 1st served basis.***

1. Click on program “[Current KAST Families](#)”
2. Please complete the on-line form with your child’s intended schedule for 2019-20 school year. Families that won’t need after school care in 2019-20 should also fill out the online form (I am requesting response from everyone so that I don’t unintentionally give away your spot).

You are only *guaranteed* the space your child *currently* holds. I will contact families that requested additional days or a change in days by Friday, March 15th **only** if I cannot accommodate your request.

Part 2: TURN IN REGISTRATION FORMS AND PAYMENT

Fillable KAST [Registration Form](#) and [Contract](#) will be collected from **Monday, March 25th through Friday, April 5th**. The fillable forms can be sent in via email to nicole.leonard@hanovernh.org, snail mail or dropped off at RWB (the form can be signed electronically or printed and signed). Once your forms are received, an invoice will be created and emailed to you. You will have until **April 19th** to make the payment which will secure your child’s KAST space for the 2019/20 school year.

Kindergarten Siblings:

If you have a sibling that is an upcoming kindergartener in 2019-20 please make sure he/she is on the 2019-20 **waitlist** which can also be found at www.hanoverrec.com on the “KAST” button. You will be offered space that is available AFTER this initial submitting of intended schedules, **ONLY** your currently enrolled child’s schedule is indicated part 1.