



PARENT/GUARDIAN CHECKLIST

Please Print, Read and Complete the Following Forms by the Dates Listed:

- ☐ **Health Record, Examination and Medical Release Form**
 - This form consists of two parts. A parent/guardian is required to fill out pages 1-3 and sign, where appropriate. A licensed medical provider will need to examine your student, review pages 2 -3, and fill out page 4. **This form is due by June 1, 2009** to the Christodora office:: 1 East 53rd Street #1401, New York, NY 10022 Fax (212) 371-2111
 - If there are any changes to your student's health or medications after you have submitted this form, please contact the Christodora office. It is important that we are aware of the most current medical information about your student to best provide care during their stay.
- ☐ **Authorization to Administer Medication to a Student**
 - This form is to be filled out and signed, where appropriate, by a parent/guardian. This form must be given to a Christodora-Manice Education Center staff member on the **day of departure** for your student's summer program. As a reminder, all medication must come in clearly marked bottles or packages from your pharmacy. We cannot accept pill boxes or unmarked containers.
- ☐ **MEC Summer Parent/Guardian Permission Slip**
 - This form is to be filled out and signed, where appropriate, by a parent/guardian. This form must be given to a Christodora-Manice Education Center staff member on the **day of departure** for your student's summer program.
- ☐ **MEC Summer Student Information, Rules, and Responsibilities Form**
 - This form is to be read and signed by both the parent/guardian and student.. This form must be given to a Christodora-Manice Education Center staff member on the **day of departure** for your student's summer program.
- ☐ **Transportation and Release Authorization**
 - This form is to be filled out and signed, where appropriate, by a parent/guardian. This form must be given to a Christodora-Manice Education Center staff on the **day of departure** for your student's summer program.

Please Print and Make Available to Your Child:

- ☐ **MEC Summer Packing List**
- ☐ **MEC Summer Student Information, Rules, and Responsibilities Form (needs signed)**

Additional information about our programs is available at www.christodora.org or by contacting admissions at 212-371-5225.