

Divorce and Children Class Enrollment Instructions

PRE-ENROLL AND PAY YOUR FEE.

The schedule of classes is behind this sheet. Classes are held at two locations, see addresses listed below. Pick the class you will be attending and enroll **in person** or **by phone**. Please **do not mail** in your form. The fee for this class is **\$50.00/per person**, see accepted methods of payment below under location information. Indicate at the top of the form the date, time, and location of the class you are enrolling in.

If you have been declared indigent by the Court, you will not have to pay the fee, but you must send proof of indigence (pauper's affidavit) along with your enrollment form.

CLASS SIZE IS LIMITED on a first paid/first served basis.

Enrollment form and fee must be received at least one (1) week before the scheduled class.

There will be NO ENROLLMENT AT THE DOOR the day of the class. (NO WALK-INS)

If you are unable to attend or need to reschedule, there will be a \$10 administration fee.

If you misplace your CERTIFICATE OF COMPLETION, there is a \$10 replacement fee

- CLASS SIZE IS LIMITED on a first paid/first served basis.
- Enrollment form and fee must be received at least one (1) week before the scheduled class.
- There will be NO ENROLLMENT AT THE DOOR the day of class. (NO WALK-INS)
- Make sure you have your CASE NUMBER, enrollment not accepted without it.
- Do not bring children, no childcare will be provided.
- If you are unable to attend or need to reschedule, there will be a \$10 administration fee.
- If you misplace your certificate of completion, there is a \$10 replacement fee.

Location Information

Center For Children & Families, Inc. (CCFI)	Crossroads Youth & Family Services, Inc (CYFS)
1151 East Main St.	Bring Payment to: 1650 W. Tecumseh Road, Suite 500
Norman, OK 73071	Norman OK 73069
405/364-1420	405/321-0240
in Community Services Building at corner of East 12 th Ave. & Main St.	Classes are held at 1333 W. Main St. just West of Berry Road-
Accepted Payments: Money Order, MasterCard, Visa, Discover, Exact Cash	Accepted Payments: Money Order

The offices are closed on the weekends—No one is available to answer the phone if you call. Please call for directions by Friday. If you arrive late for class, the door will be locked and you will not be able to get in.

BE ON TIME

If you arrive late, the doors will be locked and you will not be able to get in. The doors will be open 15 minutes before class starts, so please plan to arrive early. Each class will have breaks. If necessary, you may bring a snack with you, but you may not leave the grounds during the break.

MUST I ATTEND THE SAME CLASS AS MY "EX"?

No. If you arrive at a class and find your "ex" is in that class, you will be allowed to leave and attend another class instead, if you prefer.

KEEP YOUR CERTIFICATE

At the end of your class, you will receive a Certificate of Completion. The certificate will be embossed and signed, so it cannot be photocopied. You are responsible for keeping your certificate and presenting it to the Court; a photocopy will not be accepted. There will be a \$10 processing fee for a duplicate certificate.

IF YOU ARE HEARING IMPAIRED OR HAVE SPECIAL NEEDS< YOU MUST NOTIFY THE AGENCY YOU ARE ATTENDING 2 WEEKS IN ADVANCE TO ENSURE ADEQUATE SERVICE.

Class Date: _____ Class Time: _____

Class Location: _____ CCFI _____ Crossroads YFS
1151 East Main St. 1333 West Main St.

Office Use Only

Date Received: _____

Receipt #: _____

Initials: _____

Educational Classes for Divorcing Parents with Minor Children

FILL OUT ALL INFORMATION

Divorce Case Name: _____ Case # _____

*One enrollment form per person / \$50.00 per person
PLEASE read all instructions in packet before you enroll*

Your Name _____ Date of Birth _____

Street Address _____

City/State/Zip Code _____

Home Phone _____

Work Phone _____

Cell Phone _____

Child Name _____ Date of Birth ____/____/____ **M/F**

Child Name _____ Date of Birth ____/____/____ **M/F**

Child Name _____ Date of Birth ____/____/____ **M/F**

Child Name _____ Date of Birth ____/____/____ **M/F**

Are You: Mother Father Stepparent Grandparent Other

Who do the children live with? _____

Name of other parent? _____

Your attorney name and phone number? _____

*No Childcare will be provided at class—do not bring children.
At Crossroads YFS—No food or drink are allowed in the classroom.
At CCFI—Food and drink are permitted in the classroom.*

We will not accept checks through the mail or in the office
FAX form or ENROLL IN PERSON—DO NOT MAIL
COST OF CLASS IS \$50.00

You will not receive verification of your enrollment.
Please keep information about when and where your class takes place.

As a recipient of United Way of Norman funding and funding from the City of Norman, the Center for Children and Families must report annually on the following demographics. Reports are provided anonymously; only the total numbers for each category are provided. Providing such information helps to ensure that all people have access to services such as these.

GENDER: Male or Female

RACE: (Please circle the description that fits you best)

- Caucasian
- Black/African American
- Native American/Alaskan Native
- Asian/Asian American
- Caucasian/Black/African American
- Caucasian/Native American/Alaskan Native
- Caucasian/Asian/Asian American
- Black/African American/Native American/Alaskan Native
- Black/African American/Asian/Asian American
- Pacific Islander
- Other

ETHNICITY:

- Mexican, Mexican American, Chicano
- Puerto Rican
- Cuban
- Other

COUNTY OF RESIDENCE:

- Cleveland
- Oklahoma
- McClain
- Grady
- Garvin
- Other

HOUSEHOLD SIZE AND ANNUAL HOUSEHOLD INCOME-CHECK THE ONE THAT BEST FITS YOUR SITUATION:

- | | | | | | |
|------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|---|
| 1 person = | <input type="checkbox"/> \$11,300 | <input type="checkbox"/> \$18,850 | <input type="checkbox"/> \$22,620 | <input type="checkbox"/> \$30,150 | <input type="checkbox"/> More than \$30,150 |
| 2 people = | <input type="checkbox"/> \$12,900 | <input type="checkbox"/> \$21,550 | <input type="checkbox"/> \$25,860 | <input type="checkbox"/> \$34,500 | <input type="checkbox"/> More than \$34,500 |
| 3 people = | <input type="checkbox"/> \$14,550 | <input type="checkbox"/> \$24,250 | <input type="checkbox"/> \$29,100 | <input type="checkbox"/> \$38,800 | <input type="checkbox"/> More than \$38,800 |
| 4 people = | <input type="checkbox"/> \$16,150 | <input type="checkbox"/> \$26,950 | <input type="checkbox"/> \$36,800 | <input type="checkbox"/> \$43,100 | <input type="checkbox"/> More than \$43,100 |
| 5 people = | <input type="checkbox"/> \$17,450 | <input type="checkbox"/> \$29,100 | <input type="checkbox"/> \$39,750 | <input type="checkbox"/> \$46,550 | <input type="checkbox"/> More than \$46,550 |
| 6 people = | <input type="checkbox"/> \$18,750 | <input type="checkbox"/> \$31,250 | <input type="checkbox"/> \$42,700 | <input type="checkbox"/> \$50,000 | <input type="checkbox"/> More than \$50,000 |
| 7 people = | <input type="checkbox"/> \$20,050 | <input type="checkbox"/> \$33,400 | <input type="checkbox"/> \$45,650 | <input type="checkbox"/> \$53,450 | <input type="checkbox"/> More than \$53,450 |
| 8 people = | <input type="checkbox"/> \$21,300 | <input type="checkbox"/> \$35,550 | <input type="checkbox"/> \$48,550 | <input type="checkbox"/> \$56,900 | <input type="checkbox"/> More than \$56,900 |

Fax and Payment Form

To sign up for a Center for Children & Families class, you may **CHOOSE ONE** OF THE FOLLOWING OPTIONS:

- (1) Come in to drop off the form at our office and pay for the class with credit card, money order, or exact cash (no checks!).
- (2) Fax in the form to (405) 364-1433 and fill out your credit or debit card information below.
- (3) Fax in the form to (405) 364-1433 and call us with your credit or debit card information.

Name: _____

Credit Card Type (circle one): VISA MASTER CARD DISCOVER

Credit Card Number: _____

Expiration Date: ____/____ Billing Address Zipcode: _____

<u>DATE</u>	<u>TIME</u>	<u>PROVIDER</u>
Saturday, January 9th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, January 17th, 2010	2:00pm-6:00pm	CCFI
Saturday, January 30th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, February 6th, 2010	12:00om-4:00pm	CCFI
Saturday, February 13th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, February 21st, 2010	2:00pm-6:00pm	CCFI
Saturday, February 27th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, March 6th, 2010	12:00om-4:00pm	CCFI
Saturday, March 13th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, March 21st, 2010	2:00pm-6:00pm	CCFI
Saturday, March 27th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, April 10th, 2010	12:00om-4:00pm	CCFI
Saturday, April 17th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, April 18th, 2010	2:00pm-6:00pm	CCFI
Saturday, May 1st, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, May 15th, 2010	12:00om-4:00pm	CCFI
Saturday, May 22nd, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, June 6th, 2010	2:00pm-6:00pm	CCFI
Saturday, June 12th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, June 26th, 2010	12:00om-4:00pm	CCFI

CCFI -

Center for Children & Families, Inc --- white awning & blue door --- in the Community Services Building

1151 East Main Street (E. Main Street and 12th Ave NE) ---- 405/364-1420

Yth. & Family -

Crossroads Youth & Family --- 1333 W. Main, Norman, OK. 73069 Tall 2 story brown brick building, Name on building and classes will be held on the 2nd floor of building ---

<u>DATE</u>	<u>TIME</u>	<u>PROVIDER</u>
Saturday, July 10th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, July 18th, 2010	2:00pm-6:00pm	CCFI
Saturday, July 31st, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, August 7th, 2010	12:00om-4:00pm	CCFI
Saturday, August 14th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, August 22nd, 2010	2:00pm-6:00pm	CCFI
Saturday, August 28th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, September 11th, 2010	12:00om-4:00pm	CCFI
Saturday, September 18th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, September 26th, 2010	2:00pm-6:00pm	CCFI
Saturday, October 2nd, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, October 9th, 2010	12:00om-4:00pm	CCFI
Saturday, October 16th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, October 24th, 2010	2:00pm-6:00pm	CCFI
Saturday, October 30th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, November 6th, 2010	12:00om-4:00pm	CCFI
Saturday, November 13th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Sunday, November 21st, 2010	2:00pm-6:00pm	CCFI
Saturday, December 4th, 2010	8:30am-12:30pm	Crossroads Youth/Family
Saturday, December 11th, 2010	12:00om-4:00pm	CCFI
Saturday, December 18th, 2010	8:30am-12:30pm	Crossroads Youth/Family

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