

## Copies Needed

**\*\*Please do NOT send original documents!!!\*\***

Please make *color copies* of the following documents and forward them as soon as possible. It is vital that we have the following information on file for your student:

- Birth Certificate
- State ID
- Tribal/BIA Enrollment Card
- Social Security Card
- Denali Kid Care Card and/or medical insurance card of both guardians (if applicable)
- Updated Immunization Records

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## Student Activities Fee

There is a \$150 activities fee per semester, per family which is due at the start of the semester

You can pay the activities fee with a debit/credit card at the following website <https://www.galenaalaska.org/gcsd-payments/> or mail payment via check/money order to the following address PO Box 359, Galena AK 99741

If your child withdraws from school or goes home within the first two weeks of the semester, we may be able to refund your activities fee.

If you cannot afford payment at the start of a new semester, please speak with the GILA Registrar to discuss payment options and a timeline that will work for your budget.

This activities fee goes into a general fund, which covers a multitude of different things while your child attends GILA including but not limited to:

- Programming efforts at the dorms after school hours and on weekends
- Admittance fees to attend sporting events or go to the local swimming pool
- New equipment for common areas at Ptarmigan Hall

***Before you mail payment, please make a copy of the check or money order and send it certified mail. It is your responsibility to ensure payment makes it to our office and we will not be held responsible for monies lost in transit.***