

**Winchester-Clark County, KY Entrepreneurial Academy**  
**Launch Lab Enrollment Packet**  
*Fall 2026 · Sessions begin September 2026 · Cardinal Community Center, Winchester, KY*  
*Congratulations on your acceptance. Complete all four forms before Session 1.*

**This packet contains four forms:** Form 1 — Student Information and Acceptance Confirmation. Form 2 — Parent / Guardian Authorization. Form 3 — Emergency Contact and Medical Form. Form 4 — Handbook Acknowledgment. All four forms must be on file before Session 1. Your spot is not confirmed until all forms are received.

**How to submit:** Email completed forms to john.chaney1970@icloud.com or bring printed copies to Session 1. Contact John Chaney with any questions.

**FORM 1 OF 4**  
**Student Information and Acceptance Confirmation**

Full legal name	
Preferred name	
Age / Date of birth	
Grade / School	
Home address	
Student cell phone	
Student email	
T-shirt size	<input type="checkbox"/> Youth S <input type="checkbox"/> Youth M <input type="checkbox"/> Youth L <input type="checkbox"/> Adult S <input type="checkbox"/> Adult M <input type="checkbox"/> Adult L <input type="checkbox"/> Adult XL
Business name (if decided)	
Business category	<input type="checkbox"/> Product <input type="checkbox"/> Food / beverage <input type="checkbox"/> Service <input type="checkbox"/> Digital <input type="checkbox"/> Not sure yet

By signing below the student confirms they have been accepted into the Fall 2026 Launch Lab cohort, have read the program overview, understand what is expected, and commit to attending all nine sessions.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

**FORM 2 OF 4**  
**Parent / Guardian Authorization**

As the parent or guardian of the student named above I authorize my student to participate in Launch Lab, a nine-session entrepreneurship program offered by the Winchester-Clark County, KY Entrepreneurial Academy during Fall 2026.

**I understand that:**

- Launch Lab consists of 9 sessions of approximately 2.5 hours each plus a public Soft Launch Event at Session 7 and Pitch Night at Session 9. All sessions held at Cardinal Community Center, Winchester, KY.
- Launch Lab is completely free. There is no tuition, registration fee, or materials fee. Students who sell physical products may need to purchase materials — this is the family's responsibility and is not required by the program.
- At least two unrelated adults will be present at every session. All coaches are background checked and mandatory reporter trained.
- Students are expected to attend all nine sessions. Missing more than two sessions may result in removal from the cohort.
- Student work, photos, and business names may be featured in WCEA marketing materials unless I indicate otherwise on the media release form.
- This program is not a school program and is not affiliated with Clark County Schools.

Parent / guardian full name	
Relationship to student	

<b>Parent / guardian phone</b>	
<b>Parent / guardian email</b>	
<b>Best way to reach you</b>	<input type="checkbox"/> Phone call <input type="checkbox"/> Text <input type="checkbox"/> Email
<b>Media release</b>	<input type="checkbox"/> Yes – WCEA may use my student's name, photo, and work in program materials <input type="checkbox"/> No – please keep my student's identity private

\_\_\_\_\_  
Parent / guardian signature

\_\_\_\_\_  
Date

**FORM 3 OF 4**  
**Emergency Contact and Medical Form**

**Emergency Contacts — Two Required**

Contact	Full name	Relationship	Phone
Primary			
Secondary			

**Medical Information**

<b>Known allergies</b>	
<b>Medications student carries</b>	
<b>Medical conditions staff should know about</b>	
<b>Can student self-administer their medication?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

\_\_\_\_\_  
Parent / guardian signature

\_\_\_\_\_  
Date

**FORM 4 OF 4**  
**Handbook Acknowledgment**

By signing below both the student and the parent or guardian confirm they have received and read the Launch Lab Student Handbook and agree to the following:

- Attend all nine sessions. Notify John Chaney in advance of any absence.
- Participate fully in every session including the Soft Launch Event and Pitch Night.
- Treat fellow students, coaches, and program staff with respect at all times.
- Follow the WCEA Code of Conduct and Youth Protection Policy.
- Understand that missing more than two sessions without prior notice may result in removal from the cohort.
- Understand that the WCEA is a real-world program — coaches give honest feedback and students are expected to do real work.
- Understand and agree to the WCEA media release decision indicated on Form 2.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Parent / guardian signature

\_\_\_\_\_  
Student printed name

\_\_\_\_\_  
Date

**Return all four forms to John Chaney before Session 1.**  
**john.chaney1970@icloud.com**  
*Winchester-Clark County Entrepreneurial Academy · Cardinal Community Center · Winchester, KY · Fall 2026*