



Application for Enrollment 2024 – 2025

Today's Date: _____ Desired Start Date: _____
Child's Name: _____ Birth Date: _____ Gender: _____
Parent/Guardian 1 Name: _____ Phone: _____ Email: _____
Parent/Guardian 2 Name: _____ Phone: _____ Email: _____
Address: _____
Other children in family (and ages): _____

2024-2025 Academic Programs

(please indicate the program(s) you would like for your child)

Toddler (Ages 18 months through 28 months)

Full Day (8:30 – 3:00) 5 Days \$1,955/mo.

Pre-Montessori (Ages 24 months through 42 months)

Full Day (8:30 – 3:00) 5 Days \$1,745/mo. 3 Day \$1,410/mo.

Primary (Preschool, Ages 3 through 6, must be toilet trained)

Full Day (8:30 – 3:00) 5 Days \$1,400/mo. 3 Day \$1,125/mo.

Extended Daycare Program for Toddler, Pre-Montessori and Preschool (7:00 AM – 6:00 PM)

Mornings (7:00 – 8:30) \$70/mo. Afternoons (3:00 – 6:00) \$150/mo. Both \$200/mo.

Registration Fee (registration fees are non-refundable and non-transferable): \$200

I understand that tuition payments are not waived due to illness or vacation. I understand that, once I accept an enrollment date, my tuition deposit (equal to one month of tuition) and registration fees paid are non-refundable and non-transferable. I understand that a 30-day written notice is required should I choose to withdraw my child(ren). I understand that tuition is due on the 20th of each month and that a late fee will be assessed for any tuition paid after the 25th of the month. Please reference the parent handbook for additional information.

(Date)

(Signature of parent/guardian)

Date of acceptance: _____ Enrollment fees paid: _____ Added to Procure Class Schedule: _____

Added to Enrollment Sheet: _____ Class Assignment / Schedule: _____ Start Date: _____



Important Notes and Policies

Child's Name: _____ Birth Date: _____

Start Date: _____ Schedule: _____ Tuition: _____

Non-Refundable Registration and First Month's Tuition	A non-refundable, non-transferable enrollment deposit consisting of your registration fee and the first month's tuition are due in order to enroll your child and guarantee their start date noted above. An annual registration fee is required to register your child for each new academic year.	<i>Parent Initials</i>
Tuition Express	All families must pay their fees through Tuition Express. Tuition Express allows you to automatically pay your child's tuition via an automatic debit from a checking or savings account.	<i>Parent Initials</i>
Tuition Payments	Tuition payments are due in advance. School tuition is based on a ten-month academic year with summer sessions being separate. Monthly payments are due on the 20th of each month prior to the month being attended.	<i>Parent Initials</i>
Summer Commitment	Students enrolled prior to June and returning for the upcoming fall must commit financially to at least one of our summer sessions. If you choose to disenroll your child for the summer, your child will be placed on our waiting list for the fall. Students enrolling in June or during the summer sessions are not considered returning students and are expected to maintain enrollment through the summer.	<i>Parent Initials</i>
Late Fees	A late fee of \$25.00 is assessed if not paid by the 25th of each month. Any account not paid by the 30th is subject to disenrollment or suspension of attendance until the account is brought current.	<i>Parent Initials</i>
Withdrawal Notice	A 30-day written notice is required prior to terminating enrollment. Failure to give such notice will result in a charge of one-month tuition.	<i>Parent Initials</i>
Early Drop off and Late Pick-Up	Children must be dropped off and/or picked up promptly at their scheduled time. A fee of \$1.00 per minute is assessed for any early drop off or late pick up. Repeated early drop off and/or late pick-up will result in dismissal from the school. Early drop off and late pick-up payments are due with the next monthly tuition payment.	<i>Parent Initials</i>
Absences	Absences do not result in a reduction of tuition. Tuition credit or substitute days are not given for any days a child is absent due to illness or vacation.	<i>Parent Initials</i>
Lunches	Parents will send a nutritious lunch consisting of foods from multiple food groups with their child or purchase lunch in advance directly from our lunch vendor. Tuition covers snacks Monday through Friday and milk with lunch.	<i>Parent Initials</i>
School Holidays	The school is closed on the following holidays: Labor Day, Veterans Day, Thanksgiving and the Friday after, Christmas Eve and Christmas Day, New Year's Day, Martin Luther King Day, President's Day, Memorial Day, and Independence Day. For holidays that fall on a Saturday, the holiday will generally be observed the Friday before. For holidays that fall on a Sunday, the holiday will generally be observed the Monday after.	<i>Parent Initials</i>
School Closures	In addition to the School Holidays, the school is closed two days at the end of summer break, two weeks for Winter Break, and five days for Spring Break. During the Winter and Spring breaks, the school offers daycare for a fee. The school uses the two days after Summer Break to prepare for the new school year and does not offer daycare during these days.	<i>Parent Initials</i>
Immunizations	Children without a medical exemption that have received some but not all required immunizations must be current with all doses.	<i>Parent Initials</i>

This is to acknowledge that I have read and understood, and I agree to abide by all terms and conditions of the application for admissions as stated above. I agree that these terms, conditions and polices are a condition of my child's enrollment.

(Date)

(Signature of parent/guardian)