

Children's Day Montessori

Application for Admission

School year: **2016/17 OPEN ENROLL**

Application Date: _____

Student's Last Name	First Name	Middle Name	Date of Birth	Allergies <input type="checkbox"/> yes <input type="checkbox"/> no
1. Program(s) Requested: <input type="checkbox"/> A.M. Additional Care (7:00 AM—7:30) (circle days) M T W Th F				
4.5 hour Program <input type="checkbox"/> Morning Program (7:30 AM--12:00 PM) (circle days) M T W Th F				
7 hour Program <input type="checkbox"/> School Day Program (7:30 AM--2:30 PM) (circle days) M T W Th F				
10 hour Program <input type="checkbox"/> All Day Program (7:30 AM --5:30 PM) (circle days) M T W Th F				
<input type="checkbox"/> P.M. Additional Care (5:30—6:00 PM) (circle days) M T W Th F				

2. Address _____ Home Phone _____
Street City Zip

3. _____
Name of mother/guardian Employer Work Phone Cell Phone Email

4. _____
Name of father/guardian Employer Work Phone Cell Phone Email

5. Child lives with: (check one) Mother Father Both Other _____

6. In case of emergency and parents cannot be contacted, the school may call:

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

7. Name of all persons authorized to remove child from school. (If needed, please attach sheet for additional names.)

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

8. Name/s of persons NOT authorized to have contact with your child that staff should be aware of: _____

In case of serious illness and I/we cannot be contacted, I/we hereby authorize the school to contact:

9. _____
(Name of doctor) (Office address) (Phone)

10. _____
(Name of dentist) (Office address) (Phone)

The school may call the doctor/dentist and/or ambulance if necessary at my expense. If above named doctors are not available, another licensed physician may treat my child in an emergency. If first aid must be administered before a doctor is present, I authorize the school staff to administer first aid to my child.

11. May staff apply sunscreen to your child when appropriate? Yes No

12. We give all our families a list including names of children, their parents, addresses, and phone numbers for parents' convenience in arranging shared transportation and invitations. May we include you on this list? Yes No

13. May we use photos of your child in printed newsletters and advertising? Yes No

14. May we use photos of your child to promote the school via our website or on facebook (no names will be used)? Yes No

How did you hear about Children's Day Montessori? Internet Search Newspaper Ad Word of Mouth Other _____

My child has the following allergies or special needs: _____

	2016/17 Tuition Rates
4.5 Hour Half Day Program (7:30 am - 12:00)	
3 days/week	\$415
4 days/week	\$485
5 days/week	\$560
7 Hour School Day Program (7:30 – 2:30)	
3 days/week	\$495
4 days/week	\$590
5 days/week	\$670
10 Hour Full Day Program (7:30 – 5:30)	
3 days/week	\$570
4 days/week	\$670
5 days/week	\$750
COMMITMENT	<ul style="list-style-type: none"> ▪ ½ First Month's tuition due at enrollment ▪ Remaining first month's tuition due by 8/15/16

Additional Child Care Available 7:00—7:30 AM & 5:30—6:00 PM

All Non-Contract Time (NCT) is charged at a rate of \$4.00 per half hour.

NCT is billed monthly with payment due with the next tuition, or final, payment.

Non-Contract Time must be arranged in advance except in cases of emergency.

Extra Care is available when school is not in session (hourly rate of \$7) excluding Federal Holidays when CDM is closed.

10% Sibling Tuition Discount

One Time Registration Fee \$100.00

Weekly Pizza and Beverage (optional)

- a. Morning Program (includes NCT until 1:00 p.m. & pizza) \$7.50/wk
- b. School Day & All Day Programs \$3.00/wk

The fee for delivered-snack may be paid in three installments (August, September and October) and is based upon student's enrollment (Class-time only students = \$66 / year All-day students = \$96 / year).

I have read and agree to the school's tuition policies. All enrollments require ½ first month's tuition (non-refundable). The balance of the first month's tuition is due by August 15, 2016. Subsequent tuition payments will be due on the 15th of the each month for the following month's attendance. No tuition refund for holidays, illness, or vacation. I understand that some months will have more school days than others; but the fee remains the same, as tuition is calculated by number of school-year days divided in nine equal payments.

I understand that I must pay any balance owed CDM and pay tuition for four (4) weeks following written withdrawal notification, regardless of whether my child attends. The school may terminate my child's enrollment if they determine that the program is not a suitable match for my child. If the school finds it necessary to terminate my child's enrollment for any reason, I am not responsible for any tuition beyond the day of termination.

The undersigned agree that they are both jointly and separately responsible for tuition and fees.

Parent / Guardian Signature

Date

Parent / Guardian Signature

Date

Please Note: In the interest of security, we ask that you adhere to CDM's checking in and out procedures when dropping off and picking up your child. Entry Cards/Codes will be assigned to each of you in order to access our security system located in the entryway. Each parent/guardian is assigned his/her own unique entry card/code. If you have a problem entering, contact the staff by ringing the buzzer to alert someone in the office or ring the doorbell, when someone is not in the office. If your child will be dropped off or picked up by someone else on a regular basis, contact the office for instructions. You must notify the office whenever someone else is dropping off or picking up your child. A written note or email is required in advance of CDM's releasing your child to another party other than parents/guardians. Staff will request photo identification from the person you designate to pick up your child. **Please remember that these procedures are for the safety of the children.**