

Children's Garden Montessori School
2019/20 Re-enrollment

Due February 15, 2019
Initial Payment \$1,500
(Enrollment Fee \$500
Tuition Deposit \$1,000)

Primary Program (children 3-6 years)

Placement and Enrollment policies

1. Currently enrolled children retain and have priority for their current Primary class/time placement.
2. Children should be 3 years or close to by August 31 of the upcoming school year.
3. Children new to the Primary program are placed in a class suitable to their age and development.
4. Placement requests are considered based on eligibility, availability and discretion of the school and are **not** guaranteed.
5. Wait-pools may be established if placement requests exceed class capacity.
6. New child classroom assignments are finalized by the closing of the current school year.
7. Parents of incoming Primary students should observe a Primary class during the current school year (appts at front desk).
8. Children in the Primary program should be independent with toileting.

Continuing Primary student

Re-enroll my child in Primary program

Child's name: _____

Birth date _____

Age as of 8/31/2019: years ____ & months ____

Current class placement _____

Notes: _____

Entering Primary student

Enroll my child in Primary program

Child's name: _____

Birth date _____

Age as of 8/31/2019 in years ____ & months ____

Current program/class _____

I have observed a Primary class ____ -OR- will schedule _____

Placement request or change request. Placement requests will be rolled to in-house wait-pools and are **not** guaranteed. Notification of changes in wait-pool status will be given as we able and by the end of the current school year.

Indicate order of preference:

Monday-Friday: AM program 8:15-11:15 _____ PM program 12:15-3:15 _____

I understand and agree that

- upon receipt of a signed copy of this form and the deposits referenced herein, Children's Garden Montessori (the "school") will place child in a program and class suitable to their age and development subject to the school's discretion.
- requests for class assignments, changes and applications for new programs are considered based on eligibility, availability and school discretion and are not guaranteed.
- this form and payment of a non-refundable re-enrollment fee of \$500 **and** a tuition deposit of \$1,000* (collectively referred to as the "Initial Payment") are due February 15, 2019.
- The \$1,000 tuition deposit will be credited towards my child's tuition for the 2019/20 school year.
- if a signed copy of this form and the combined fee and tuition deposit are not received by February 15, 2019, I am relinquishing my child's enrollment for the 2019/20 academic year and nothing in this form will be binding.
- if enrollment is cancelled for any reason after I submit a signed copy of this form and the Initial Payment, I understand and agree that I will forfeit the \$1,500 Initial Payment in its entirety.
- if I decide not to re-enroll my child, I will immediately inform the school and relinquish my child's placement.
- I must execute and return an enrollment agreement and submit a tuition deposit in the amount of 20% of the 2019/20 tuition due by no later than May 1, 2019. If I fail to do so, I am relinquishing my child's enrollment for the 2019/20 school year and the Initial Payment.

**Families intending to apply for financial assistance should submit 50% of the tuition deposit or contact Admissions office for other arrangements and complete all components of the application by March 1, 2019. Details: <http://cgmontessori.com/admissions/financial-aid/>*

Parent Signature

Date

Payment Enclosed _____ **OR Debit Existing Account** _____

Office Use: Date rcvd _____

OR: My child is not returning for 2019/20 school year _____ **Date:** _____