

# Children's Garden Montessori School

## Re-enrollment 2019/20

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

### Combined Toddler to Primary Program

#### Enrollment Policies

1. Children who turn 3 years by December 31 move to the Primary Program at the start of school in August or by January.
2. Children entering the Primary program should be independent with toileting.
3. The timing of the change in program is made individually and with parent/teacher consult.
4. Parents of children entering the Primary program should observe a Primary class during the current school year.

#### Placement Policies

- o Currently enrolled children have priority for their current class/time/day placement.
- o Children new to the Primary program are placed in a class suitable to their age and development.
- o Placement requests are considered based on eligibility, availability and at the discretion of the school and are **not** guaranteed.
- o Space is reserved in the overall Primary program for these designated children. Specific AM placement requests are on a waitlist basis.
- o New placement assignments for the fall are finalized by the closing of the current school year.

### Re-enroll in Toddler/Primary program

**Child's name:** \_\_\_\_\_

Children retain their current Toddler placement until the arranged transition to Primary.

Birth date \_\_\_\_\_ Age as of 8/31/19 in years \_\_\_\_\_ & months \_\_\_\_\_

**Current Toddler Program** Mark the class your child currently attends:

**AM Class** 5-Day (Mon - Fri) \_\_\_\_\_ 2-Day (Mon & Tue) \_\_\_\_\_ 3-Day (Wed, Thu, Fri) \_\_\_\_\_

**PM Class** 5-Day (Mon - Fri) \_\_\_\_\_ 2-Day (Mon & Tue) \_\_\_\_\_ 3-Day (Wed, Thu, Fri) \_\_\_\_\_

**Placement & change requests.** Requests for changes are rolled to wait-pools and are **not** guaranteed.

Indicate order of preference:

Toddler: AM Class \_\_\_\_\_ PM Class \_\_\_\_\_ 5-Day (Mon-Fri) \_\_\_\_\_ 2-Day (Mon/Tue) \_\_\_\_\_ 3-Day (Wed/Thu/Fri) \_\_\_\_\_  
8:30-11:00 12:30-3:00

**Primary Program:** Mid-year Primary class placements may not be determined until the time of change in programs.

Indicate order of preference:

Monday-Friday AM class 8:15-11:15 \_\_\_\_\_ PM class 12:15-3:15 \_\_\_\_\_

I have observed a Primary class \_\_\_\_\_ --OR-- will schedule \_\_\_\_\_

#### 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 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 Initial Payment 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**

**Payment Enclosed** \_\_\_\_\_ **OR Debit Existing Account** \_\_\_\_\_

\_\_\_\_\_  
**Date**

Office Use: Date rcvd \_\_\_\_\_

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