

Children's Garden Montessori School 2023/2024 Sibling Application

Due February 10, 2023
Application/Enrollment Fee \$500*

IMPORTANT – PLEASE READ POLICIES CAREFULLY BEFORE SIGNING THIS ENROLLMENT AGREEMENT

Enrollment policies

1. Toddler program: children who are 18 months (or close to) by 8/31.
2. Primary program: children who are 3 years (or close to) by 8/31.
3. Children turning 3 years by December 31 will move to the Primary Program at the start of the school year or by January.
4. Children entering the Primary program should be independent with toileting.
5. **January applications are purely waitlist status and dependent upon new openings as they may occur. See below***
6. Enrollment is based on eligibility and availability as determined by the school and is **not** guaranteed.
7. Enrollment/waitlist status is sent before May 1st or enrollment fee is returned if suitable enrollment is not available.

Placement policies

- o Children are placed in a class suitable to their age and development and
- o When possible, currently enrolled children have priority for their current class/time/day placement.
- o Placement requests are considered based on eligibility, age/gender availability and discretion of the school and are **not** guaranteed.
- o Class assignments for new children are finalized ahead of the approaching school year.

APPLY for enrollment

Child's name _____ gender _____

Child's date of Birth (mo./day/yr.) ____/____/____ Age as of 8/31/2023: ____ yrs. & ____ mos.

Other siblings applying to CGMS _____ Currently enrolled siblings _____

Placement/attendance requests are not guaranteed, are on a waitlist basis, and are considered after enrollment is complete.

Updates are given as we are able. Indicate in order of Toddler/Primary program attendance preference:

Toddler Program: AM Class ____ PM Class ____ 5-Day (Mon–Fri) ____ 2-Day (Mon/Tue) ____ 3-Day (Wed/Thu/Fri) ____
(18mos-3yrs) 8:30–11:00 12:30-3:00

Primary (3-6yrs): Mid-year Primary class placements may not be determined until the time of change in programs.

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

Due dates for 2023-24 Enrollment:

- **February 10, 2023:** Application-Enrollment Fee of \$500* *January applications do not pay enrollment fee at this time
- **May 1, 2023:** Annual Tuition Contract & Tuition deposit* *See Tuition and Fees 2023/24

I understand and agree that,

- I have read, understand, and agree to the school's Enrollment-Placement policies and school practices.
- applications for new enrollment are considered based on eligibility and availability as determined by the school and are not guaranteed.
- this form and payment of a non-refundable application/enrollment fee of \$500 is due February 10, 2023.
- the application/enrollment fee will be returned to me if enrollment is not available for my child.
- if I cancel enrollment for any reason after I submit a signed copy of this form and the application/enrollment fee, I understand and agree that I will forfeit the \$500 fee in its entirety.
- I must execute and return an enrollment & tuition payment Contract and submit tuition deposit #2 of 2023/24 tuition amount - due no later than May 1, 2023. If I fail to do so, I am relinquishing my child's enrollment for the 2023/24 school year and the application/enrollment fee.
- if I decide not to enroll my child, I will immediately inform the school and relinquish my child's placement.
- ***Families intending to apply for financial support should submit 50% of the tuition deposit and complete all components of the application by March 1, 2023. See [website for more information](#) and contact Admissions with questions.**

Parent Signature _____

Date _____

Payment Enclosed _____ OR Debit Existing Account _____

Office Use: Date rcvd _____

***See next page for January waitlist**

***Do not submit fee for January waitlist**

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Sibling Application**

***Do not submit fee for January waitlist**

**JANUARY 2024 WAITLIST - Toddler/Primary
Placement decisions are made in December.**

- **Enrollment is not reserved ahead for January placement.**
- Parents of children who are 18 months (Toddler program) or 3 years (Primary program) by January 2024, may have their child included on the school waitlist for possible January enrollment (if new openings become available).
- Placement is considered based on eligibility, age/gender availability and at the discretion of school.
- See above Enrollment and Placement Policies
- Parents are notified of any enrollment options if/when a space becomes available.
- January enrollment is determined in December.

Please include my child, _____, on the waitlist for winter/spring 2024 enrollment.

Date of Birth (mo./day/yr.) ____/____/____

Age as of 12/31/2023: ____ yrs. & ____ mos.

Currently enrolled siblings _____

Placement/attendance requests are not guaranteed and are on a waitlist basis only

Mark in order of AM/PM preference:

Toddler Program: AM class _____ PM class _____ Notes _____
(18+ months) 8:30-11:00 12:30-3:00

OR

Primary: Monday-Friday: AM class 8:15-11:15 _____ PM class 12:15-3:15 _____ Notes _____
(3+ years)

Parent signature _____

(Do not submit fee for January waitlist)