

ADMISSIONS FORM



SPRUCE TREE MONTESSORI SCHOOL

APPLICANT

Student Full Name			
Date of Birth			
Age & Grade, as of October 1			
Gender	Male	Female	
Primary Language Spoken			

PARENT / LEGAL GUARDIAN

Parent Name			
Email Address			
Phone Number			
Mailing Address			

Parent Name			
Email Address			
Phone Number			
Mailing Address			

Marital Status	Married	Divorced	Separated	Custody:
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ALTERNATE EMERGENCY CONTACT

**Please mark the program options you would like to enroll your child in for the 2017 - 2018 school year.
All programs are offered year round. Reference school calendar for dates.**

Elementary Programs: ELEMENTARY, EXPAND YOUR MIND

Elementary: Monday - Friday, 8:30 am - 3:30 pm Tuition Commitment \$11,000 per year		Pick-up 3:30 - 3:45 pm
Expand Your Mind Enrichment Club: Monday - Friday, 3:30 - 4:30 pm Tuition \$145 per month		Pick-up 4:30 - 4:45 pm

Children's House Preschool / Kindergarten Programs: HALF-DAY, SCHOOL DAY, TEA TIME

Half Day: Monday - Friday, 8:30 am - 12:45 pm Tuition Commitment \$7,780 per year		Pick-up 12:45 - 1:00 pm
School Day: Monday - Friday, 8:30 am - 3:30 pm Tuition Commitment \$9,430 per year		Pick-up 3:30 - 3:45 pm
Tea Time: Monday - Friday, 3:30 - 4:30 pm Tuition \$95 per month For School Day students only.	Non-academic	Pick-up 4:30 - 4:45 pm

All Students: EARLY / LATE-DAY OPTIONS

Sunrise: Monday - Friday, 7:30 - 8:15 am Tuition \$75 per month	Non-academic	Drop off 7:30 - 8:15 am
Sunset: Monday - Thursday, 4:30 pm - 5:30 pm Tuition \$75 per month	Non-academic	Pick-up 5:30 - 5:45 pm No Sunset on Friday.

For more detailed information about each program, please visit SpruceTreeMontessori.com and click on Admissions / Programs.

MATERIALS FEES

Elementary	\$280	Due August 1
Children's House	\$250	Due August 1

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PERSONAL INFORMATION

Tell us about your child: his/her interests, hobbies, extra-curricular activities, etc.

Describe challenges or special needs your child may have, or that other educators or caregivers have recognized, and note any physical needs/conditions/severe allergies that our staff should be aware of.

Tell us about yourself and spouse/partner, if applicable. Occupation, employer, interests, hobbies, special skills, etc.

Please list siblings of applicant (age, gender).

NON-DISCRIMINATORY POLICY

Spruce Tree Montessori School affords all rights, privileges, programs and activities to its students without regard to race, color or ethnicity, sex, religion, disability or background. It does not discriminate on the basis of race, color or ethnicity, sex religion, disability or background in administration of its admissions and enrollment policies, educational practices, scholarships or other programs.

FINANCIAL COMMITMENT POLICY

Enrollment at Spruce Tree requires that parents and/or legal guardians assume financial responsibility for student tuition and fees as outlined herein. Tuition is due on the first Friday of each month, September through July. The Enrollment Deposit is a non-refundable portion of annual tuition, in the amount \$875 for Elementary and \$600 for Children's House, due April 15 or upon acceptance to reserve student placement for fall enrollment. Materials Fees are \$280 for Elementary, \$250 for Children's House due August 1, or as invoiced. A \$25.00 late fee is assessed for payments received more than 5 days after their due date.

Support for the Friends of Spruce Tree Montessori SCHOLARSHIP PROGRAM

The Friends of Spruce Tree Montessori is a 501c3 organization. Its members are parents and businesses who support Montessori education through a tax-deductible donation. The Friends of Spruce Tree Scholarship Program expands the educational opportunities available to families who desire Montessori education at the kindergarten and/or elementary level for their child but have limited financial resources.

I or my place of work would like to become a Friend of Spruce Tree this year!

Name of Donor _____

Donation Amount \$_____ / month \$_____ / quarter \$_____ / year

Recurring, auto-payment available. Checks payable to Friends of Spruce Tree Montessori.

Thank you for your dedication to Montessori Education!

PARENT / GUARDIAN SIGNATURE

DATE