

ADMISSIONS FORM



SPRUCE TREE MONTESSORI SCHOOL

APPLICANT

Student Full Name			
Date of Birth			
Age & Grade, Fall (September 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 2018 - 2019 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 \$11,250 per year, includes \$895 Enrollment Deposit		Pick-up 3:30 - 3:45 pm
Expand Your Mind Enrichment Club: Monday - Friday, 3:30 - 4:30 pm Tuition \$275 per session		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 \$8,077 per year, includes \$650 Enrollment Deposit		Pick-up 12:45 - 1:00 pm
School Day: Monday - Friday, 8:30 am - 3:30 pm Tuition Commitment \$9,835 per year, includes \$650 Enrollment Deposit		Pick-up 3:30 - 3:45 pm
Tea Time: Monday - Friday, 3:30 - 4:30 pm Tuition \$190 per session 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 \$150 per session	Non-academic	Drop off 7:30 - 8:15 am
Sunset: Monday - Thursday, 4:30 pm - 5:30 pm Tuition \$150 per session	Non-academic	Pick-up 5:00 - 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	\$290	Due August 1
Children's House	\$275	Due August 1

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PERSONAL INFORMATION

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

Please list schools/daycare centers your child has attended and when:

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 on the school's current Tuition Schedule. Tuition is due on the first Friday of each academic session or every other month, September through July. The Enrollment Deposit is a non-refundable portion of annual tuition, due April 15, or upon acceptance to reserve student placement for fall enrollment. The Materials Fee is due August 1, or as invoiced. A \$25.00 late fee is assessed for payments received more than 5 days after their due date. Tuition payments may not go unpaid for more than 20 days, for a maximum late fee of \$100.

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 Friend _____

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