



SPRUCE TREE MONTESSORI SCHOOL

ADMISSIONS APPLICATION

Student Full Name	
Date of Birth	
Age & Grade, at time of start	
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	Name	Phone
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**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.**

Middle Years Program

Middle Years: Monday - Friday, 9:00 am - 3:30 pm Tuition Commitment \$12,415 per year		Drop off 8:30 - 9:00 am Pick-up 3:30 - 3:45 pm
JOURNEY Track Option (Specify sport/music/art.) _____ Fees TBD		Pick up 4:30 pm at specified location

Student's Educational Background

Preschool	Location
Elementary	Location
Middle School or Junior High, if applicable	Location

Financial Commitment Prior to the First Day of School

Enrollment Deposit	\$950	Due April 15
Materials Fee	\$300	Due August 1

Please attach your child's most recent progress report, report card or transcript. We will then submit a formal records request to your child's most recent school to gather any additional information we may need.

PERSONAL INFORMATION

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

Describe learning 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. If your child has an IEP or 504, please attach to this application.

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 \$950 for the Middle Years Program, due April 15 or upon acceptance to reserve student placement for fall enrollment. Materials Fees are \$300 for Middle Years Students, due August 1, or as invoiced. A \$25.00 late fee is assessed for payments received more than 5 days after the due date. Spruce Tree Montessori reserves the right to initiate termination of enrollment if tuition is overdue by more than 20 days.

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 Montessori!

Name of Donor _____

Donation Amount Total \$ _____ **Payments \$** _____ / month \$ _____ / quarter \$ _____ / year

Please make checks payable to Friends of Spruce Tree Montessori.

Thank you for your dedication to Montessori Education!

PARENT / GUARDIAN SIGNATURE - Please certify that the information provided is accurate and true.

DATE