

MONTESSORI CHILD DEVELOPMENT CENTER

14911 Espola Road, Poway, CA 92064 (858) 748-1727

THREE YEAR KINDERGARTEN (3-6 year-olds)

License # 372001507

APPLICATION FOR ADMISSION SCHOOL YEAR

September 4, 2018 – June 5, 2019

Section I - Please print

Child's Full Name _____ Nickname (If to be used) _____
Birth Date _____ Gender _____ Home Telephone _____
Home Address _____ Phone Hours _____
City _____ Zip _____ Home Email Address _____

Mother's Full Name _____
Driver's License # _____
Mother's email _____
Occupation (even if not working) _____
Place of Employment _____
Business Address _____
City _____ Zip _____
Work Telephone _____
Phone Hours _____
Cell Phone _____

Father's Full Name _____
Driver's License # _____
Father's email _____
Occupation _____
Place of Employment _____
Business Address _____
City _____ Zip _____
Work Telephone _____
Phone Hours _____
Cell Phone _____

Parents' Marital Status _____
With whom does the child live? _____

Office use only: PC L C DD SC
Application Date: _____ Start Date: _____

Section II - Program Requested – 2018-19 School Year

Half Day a.m., 8:20 - 12:30 Full Day, 8:20 - 2:30
Extended Care: None: a.m. arrival time (7:30 – 7:55 a.m.); p.m. pick-up time (2:40 – 6 p.m.)
There are limited number of half day openings. Four and a half year olds and kindergarten level students are required to attend Full Day (8:20 - 2:30). (Both parents initial here)

Section III – Kindergarten

It is our hope that your child will complete the learning cycle through their traditional kindergarten year at MCDC as a class leader. They then can go on and enjoy learning with a thirst that may not otherwise be developed. We follow the California state mandate that a child must be 5 years old on or before September 1st to begin the Kindergarten year. This is the most important time in a child's development. Join us to give your child the best start possible. (Both parents initial here)

Section IV

Please list schools student has attended _____
What is your child's designated public elementary school? _____
Do you plan to enroll your child in a private school? Yes No What school? _____
Is your child on a waiting list at any other school? Yes No Name of school _____

APPLICATION - 2018-2019

MCDC 2018-19 Tuition and Fee Agreement New Student

This application is for the full school year. At the time of enrollment of your child, you agree to pay tuition for the full school year, Sept.4, 2018 to June 5, 2019. Regretfully, no tuition allowance can be made for absence. _____ (initials both parents)

Tuition is yearly (for the 9½ month school year), and may be broken down into 10 equal installments. The first installment or 1/10 of the yearly tuition is due upon confirmation. This prepaid installment is non-refundable for any reason. Nine monthly installments are then due beginning *September 1st* and the first of each month thereafter. The final payment is due May 1st. A discount will be given for those enrolled September through June who pay the entire year's tuition upon confirmation (see chart below). 10% will be deducted from the second (and third) child's tuition as a discount for families with two or more children enrolled. _____ (initials both parents)

A tuition statement will be provided to you at the time your child's enrollment is confirmed and is due upon receipt. A statement will be provided via email approximately two weeks before the due date each month beginning with the September installment. Please note the tuition schedule provided below. MCDC follows as closely as possible the PUSD calendar, for vacations and holidays.

A fee of \$35.00 is assessed after the 5th of the month if your payment is delinquent, this fee will be assessed every 5 days until the payment is made. Your child may not be admitted into attendance if your account becomes delinquent beyond 15 days of the due date. A fee of \$35.00 will be charged for checks returned for any reason, as well as appropriate late fees, and you may be required to make future payments in cash or cashier's check. _____ (initials both parents)

Any child enrolled during the first two weeks of a school year shall pay the full tuition for that year; any child enrolled more than two weeks after the beginning of the school year shall be charged tuition pro rata for the remainder of the school year.

Withdrawals require **30 days written notice** to the Board of Directors. Payment for said 30 days is still due. Registration/Materials fee and Tuition Deposit are non-refundable *under any circumstance*. Tuition paid shall not be refunded nor will tuition owed be canceled. In extreme documented hardship, petition can be made to the Board of Directors. _____ (initials both parents)

Class assignments are at the discretion of the administrator. For consistency and security of the child and to maintain the quality of education, we do not change class assignments after the child has started school. Each year thereafter children will be assigned to the same classroom. _____ (initials both parents)

MONTESSORI CHILD DEVELOPMENT CENTER reserves the right to discontinue a student's enrollment for reasons of non-cooperation, excessive tardiness, delinquency in payment of fees, or inability of child or parent to adjust to the school program. _____ (initials both parents)

Tuition and Extended Child Care Fees

MCDC is *NOT* a day care center. However, extended care is provided on the school days as a service to parents. After-care may be unavailable up to five times per year for staff in-service. Extended Care is charged by the hour (fees are charged at a discounted rate while your child attends after school programs on campus). The hourly rate is \$6.00; \$4.50 for 2nd child in the same immediate family and is billed in ½ hour increments. Child Care hours are 7:30-8 a.m. and 2:45-6 p.m. Children picked up after 12:40 p.m. (half day class) or after 6:00 p.m. (extended care) will be charged \$40 for 15 minutes or part thereof, \$1 for each additional minute thereafter. *No child care is available during vacations and holidays.* _____ (initials both parents)

ü Check the appropriate schedule

<u>Schedule</u>	<u>Registration/ Materials Fees due with application</u>	<u>1st installment (as a deposit) Due by 6/1/18 upon receipt of confirmation</u>	<u>9 Monthly Installments begin 9/1/18</u>	<u>Yearly Sept. 4, '18-June 5, '19 discount if paid in full by February 22, 2018</u>	<u>Yearly Sept. 4, '18-June 5, '19 discount if paid in full by April 1, 2018</u>	<u>Yearly Sept. 4, '18-June 5, '19 discount if paid in full by June 1, 2018</u>
<u>5 Mornings (8:20-12:30)</u>	\$275	\$915	\$915	\$9150 (-\$468) (5%)	\$9150 (-\$234) (2.5%)	\$9150 (-\$140) (1.5%)
<u>5 Full days (8:20-2:30)</u>	\$375	\$1048	\$1048	\$10480 (-\$525) (5%)	\$10480 (-\$260) (2.5%)	\$10480 (-\$160) (1.5%)

Note: Any exceptions or changes must be approved in writing, dated and signed by Marijane Schafer, the school Director or Lewis Board, president of the Board of Directors and the financially responsible parent or guardian. **Discount dates will be strictly held.**

Tuition adjustment for children enrolled after the last phase (first 2 weeks of school) in date shall be pro-rated as follows:

Any child enrolled during the **first two weeks** of a school year shall pay the full tuition for that year. _____ (initials both parents)

Any child enrolled more than 2 weeks after the start of a year will be charged tuition prorated for the remainder of the school year. _____ (initials both parents)

M.C.D.C. is a non-profit, 501(C)3 Corporation and does not survive solely on tuition. We depend on our supportive families to assist in raising sufficient funds so that we can keep from making enormous tuition increases. Our ongoing annual fund drive accepts donations of any size at any time throughout the school year. Donations may be tax deductible. _____ (initials both parents)

Other Fees may be charged for fieldtrips, special materials or special programs.

I understand and agree to the above stated conditions and tuitions, as well as school policies in the Parent Handbook. I understand that enrollment is for the entire school year beginning on **Sept. 4, 2018 for returning children and ending June 5, 2019. New students will be phased in by September 11th.** The (non-refundable) registration/materials fee per student is due at the time the application is submitted. **Children will be admitted only when all state and MCDC required paperwork is filed.**

Signature of Mother _____ Date _____

Signature of Father _____ Date _____