

The Montessori House

Pre-School for Discovery and Growth

Telephone: 201/816-8343 Email: contact@themontessorihouse.com

426 Knickerbocker at Riveredge Rd.

Tenafly, NJ 07670

Application for Admission

Applicant Information

Applicant's name: First name: _____ MI: ____ Last name: _____

Nickname/Preference: _____ Gender: Male Female

Date of birth: _____ Age on **10/15/2018**: _____ Years _____ Months

Languages spoken at home: _____ Home phone: _____

Home address: _____ City: _____ State/ZIP: _____

Previous schools or classes attended: _____

Programs and Sessions Available

Please indicate your first preference for a program and session for your child. We will try to accommodate your request, but do not guarantee your child will be placed in the program/session you indicate.

Stepping Stones (min. 2-1/2 yrs. old on start date), Mon-Fri: 8:45 AM - 11:15 AM 12:20 PM - 2:50 PM

Pre-primary Montessori (3-4 yrs. old*), Monday – Friday: 8:30 AM - 11:15 AM 12:15 PM - 3:00 PM

Pre-primary Montessori + Enrichment (3-4 yrs. old*), Mon – Fri: 8:30 AM - 3:00 PM

Full-day Montessori Kindergarten (min. 5 yrs. old*), Mon – Fri: 8:30 AM - 3:00 PM

Half-day Montessori Kindergarten (min. 5 yrs. old)*, Mon – Fri: 11:20 AM - 3:00 PM

First Grade (min. 6 yrs. old*), Monday – Friday: 8:30 AM - 3:00 PM

* Age as of 10/15/2017

Family Information

Father's name: (Dr. /Mr.) _____

Home address (if different): _____ City: _____ State/ZIP: _____

Work phone: _____ Cell phone: _____ EMAIL: _____

Occupation/Position: _____

Name of employer: _____

Mother's name: (Dr. /Mrs. /Ms.) _____

Home address (if different): _____ City: _____ State/ZIP: _____

Work phone: _____ Cell phone: _____ EMAIL: _____

Occupation/position: _____

Name of employer: _____

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Check appropriate status of parents:

Married Divorced Separated Single Widowed

Sibling's name: _____ Birth Date: _____ Gender: ____ School: _____

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Sibling's name: _____ Birth Date: _____ Gender: ____ School: _____

Family members who have attended Montessori schools: _____

Any physical or developmental circumstances that might warrant special attention*: _____

Reasons for applying to The Montessori House School: _____

Who recommended us to you? _____

Application and Admissions Procedure

1. Submit signed application and non-refundable fee of \$85.00 to The Montessori House.
2. Admission is subject to acceptance by the school and timely receipt of a registration agreement and required tuition payments. At certain times of the year, we will request a \$750 reservation deposit (applied to tuition) to guarantee enrollment.
3. Before school begins, you will be contacted for a visit with you, your child, and our Director.
4. The Montessori House tries to accommodate your preferred program/session; however, balancing each class by age and gender insures the child's richest experience and, therefore, placement is the decision of the administration.

SIGNATURE OF PARENT OR GUARDIAN: _____

Today's date: _____

The Montessori House welcomes children of all races, religions, cultures, languages, and nationalities. All student records are confidential and released only upon written request of the parents or guardian. The Montessori House looks forward to a satisfying and mutually helpful relationship with you and your child.

* Information about health or developmental conditions is not requested to exclude any applicant. Rather we wish to know as much as possible about your child and what particular efforts will make your child's time with us more valuable.

Office use: Interview date: _____ Interview time: _____

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Programs and Tuition 2018-19

<u>PROGRAM</u>	<u>AGES</u>	<u>TIME</u>	<u>TUITION</u>	<u>Discounted Tuition³</u>
Stepping Stones	2 ½ - 3 Yrs (at start date)	8:45 to 11:15 AM *	\$10,400	\$10,000
		12:20 PM to 2:50 PM *	\$10,400	\$10,000
Pre-Primary Montessori	3 - 4 Yrs (as of Oct. 15 th)	8:30 to 11:15 AM	\$10,200	\$9,800
		12:15 to 3:00 PM	\$10,200	\$9,800
Pre-Primary Montessori and Enrichment	3 - 4 Yrs (as of Oct. 15 th)	8:30 AM to 3:00 PM *	\$19,200	\$18,400
Montessori Kindergarten	5 Yrs (as of Oct. 15 th)	8:30 AM to 3:00 PM *	\$19,700	\$18,900
		11:20 PM to 3:00 PM *	\$11,800	\$11,400
First Grade	6 Yrs (as of Oct. 15 th)	8:30 AM to 3:00 PM *	\$19,700	\$18,900
After Care		3:00 PM to 6:00 PM	Hourly ¹	n.a.
Summer Camp	3-8 Yrs	9:00 AM to 1:00 PM	TBD ²	n.a.

* Schedule Note: **Stepping Stones** phase-in during September, 3 days/week, and start 5 days/week by December.

* Schedule Note: **Pre-Primary Enrichment, Montessori Kindergarten, and 1st Grade** students eat lunch at school. Students provide their own lunches.

¹ **After Care** for students dismissing at 3 p.m. 2017 Rates: \$13-\$15 to 4 pm, \$23-\$27 to 5 pm. \$33-\$39 to 6 p.m.

² **Summer Camp** rate for summer session 2017 was \$1,900 for full 5-week session.

³ Tuition **fully paid by March 7, 2018** discount of \$400 (half-day programs) or \$800 (full-day programs).

What's included with Tuition?

Tuition is all inclusive. In addition to the program of instruction for the school year (early September to mid-June), tuition includes daily healthy snacks. Montessori House parents can access our library of books on Montessori and child development topics.

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PAYMENT PROCEDURES

An **\$85 non-refundable** processing fee is due when the **application form** is submitted. Once we're ready to offer placement (usually in January for the following September), you will receive a **registration agreement**. Once it is signed, returned and the required payment made, your child's place is guaranteed for the new class starting in September. After we receive your agreement we will contact you to arrange an appointment with you and your child for a school readiness interview, usually between May and the beginning of the school year.

A **registration deposit** equal to about 30% of tuition is due at the time the registration agreement is signed. The balance of tuition is paid in **three equal installments** due June 7, September 1 and November 1.

Note: we prepare registration agreements between January and March. When we first offer to place your child, and before sending your registration agreement, we may ask that you pay a **\$900 enrollment reservation deposit** (applied to tuition), in order to reserve your child's offered place. This deposit is non-refundable, except in the case that we do not place your child as requested.

We offer a **tuition discount of \$400** in our half-day programs and a **discount of \$800** in our full-day programs if we receive the signed registration agreement and tuition is fully paid by **March 7, 2018**.

If you enroll two children at The Montessori House concurrently, we offer a **sibling discount** of 10% for the 2nd child (lower tuition).

Payment Schedule for Regular Tuition for the school year starting in September 2018 and ending in June 2019

Item Due	Due Date	Stepping Stones (half-day)	Pre-Primary (half-day)	Pre-Primary plus Enrich. (full-day)	Kindergarten or First Grade (full-day)	Kindergarten (half-day)
Initial Deposit	With Enrollment Agreement	\$3,200	\$3,300	\$5,400	\$5,600	\$3,700
Tuition Payment	June 7, 2018	\$2,400	\$2,300	\$4,600	\$4,700	\$2,700
Tuition Payment	Sept. 1, 2018	\$2,400	\$2,300	\$4,600	\$4,700	\$2,700
Tuition Payment	Nov. 1, 2018	\$2,400	\$2,300	\$4,600	\$4,700	\$2,700
TOTAL		\$10,400	\$10,200	\$19,200	\$19,700	\$11,800