



# PINCUSHION HILL MONTESSORI SCHOOL

K N O W L E D G E I S F R E E D O M

30 Green St., Ashland, MA 01721 508-881-2123

## Application 2010 - 2011

Applying for:

<input type="checkbox"/>	Preschool - Part Day (ages 2.9-3.11)
<input type="checkbox"/>	Preschool/Kindergarten- Full Time
<input type="checkbox"/>	Elementary
<input type="checkbox"/>	After School Program

### Student

Male

Female

First (please print)

Middle

Last

Birth Date

Place of Birth

Home Address of Child

Age of Student as of September 1, 2010

Date of Application: \_\_\_\_\_

### Mother (or Guardian)

\_\_\_\_\_  
Mother's name

\_\_\_\_\_  
Street address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Home phone

\_\_\_\_\_  
Cell phone

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Business name

\_\_\_\_\_  
Business address

\_\_\_\_\_  
Business phone

\_\_\_\_\_  
Email

### Father (or Guardian)

\_\_\_\_\_  
Father's name

\_\_\_\_\_  
Street address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Home phone

\_\_\_\_\_  
Cell phone

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Business name

\_\_\_\_\_  
Business address

\_\_\_\_\_  
Business phone

\_\_\_\_\_  
Email

APPLICANT LIVES WITH: Both Parents: \_\_\_\_\_ Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Other (please specify): \_\_\_\_\_

Brothers/Sisters: Names: \_\_\_\_\_ Ages: \_\_\_\_\_

### **Educational History**

Present School \_\_\_\_\_ Grade \_\_\_\_\_

Dates Attended \_\_\_\_\_

**Important Note:** Parents are responsible for informing the school in writing of any information changes such as: addresses, phone numbers, work numbers, or emergency numbers. **Pincushion Hill Montessori School is not responsible for incorrect information.**

### **ENROLLMENT FEES**

New applicants applying must include the appropriate Application Fee listed below.

Returning applicants must include the appropriate Application Fee and Enrollment Fee listed below.

You will receive notification of acceptance after your application form has been reviewed. The Enrollment Fee is considered the first installment towards tuition. **The \$65.00 Application Fee is not refundable.**

<b><u>SESSIONS</u></b>	<b><u>ENROLLMENT FEE</u></b>	<b><u>APPLICATION</u></b>
Preschool/Part Time	<b>\$ 1400.00</b>	\$65.00
Preschool & Kindergarten/Full Time	<b>\$ 1500.00</b>	\$65.00
Elementary	<b>\$ 1500.00</b>	\$65.00

There is a \$100.00 reduction per account in the Enrollment Fee for the second child and \$150.00 reduction per account for the third child.

### **TUITION SCHEDULE**

<b><u>SESSIONS</u></b>	<b><u>TIME</u></b>	<b><u>TUITION</u></b>	<b><u>AGES</u></b>
Preschool/Part Time	9:00 - 1:00	<b>\$ 9,500.00</b>	2.9 - 3.11
Preschool & Kindergarten/Full Time	8:30 - 3:30	<b>\$ 13,000.00</b>	2.9 - 6
Elementary	8:05 - 3:05	<b>\$ 13,000.00</b>	6 - 10

## **APPLICATION AGREEMENT**

Once the student (“Student”) has been accepted for enrollment at Pincushion Hill Montessori School, (“PHMS”) for the 2010 - 2011 school year, the student’s parents or guardians (“Parent”), in consideration for PHMS’s enrolling and providing the Student with educational services agree as follows:

The Parent agrees that all educational considerations are subject solely to the discretion of the Directors of the Pincushion Hill Montessori School. Parent agrees and acknowledges that (s)he is responsible for the tuition and all fees incidental to Student’s education at PHMS and agrees to pay the tuition and fees in full.

## **SCHOOL PROGRAMS AND POLICIES**

By signing this Contract, Parent agrees that all educational considerations are subject to the sole discretion of the Directors of the PHMS, any modifications made to those programs by PHMS, as well as PHMS’s rules and regulations as set forth by PHMS, Parent and Student newsletters and handouts, any other Publications which PHMS makes and distributes to Parent and to abide by all of those rules and regulations.

## **OTHER FORMS**

Parent must sign any forms which PHMS may send to Parent that are reasonable and necessary for Student to participate fully in PHMS’s educational programs and activities. All forms are due by the date stipulated on the school calendar.

*All students must be up to date with health exams& immunizations before the beginning of the 2010 - 2011 school year.*

## **DEPOSIT AND CANCELLATION POLICY**

On signing this Contract, Parent has paid PHMS the appropriate Enrollment Fee for the school year. In the event of cancellation, the reduction in the tuition obligation will be phased out according to the following schedule (in the event of dismissal, the following schedule also applies):

Cancellations made prior to June 1, 2010 - \$800.00 Charge.

**I understand and agree that the School has fixed and continuing costs that require assured annual income. I also accept that as of June 1, 2010, there will be no refunds and the entire amount of the tuition for the school year is due and payable. Written notice of withdrawal must be received by the School postmarked no later than May 31, 2010, in order to relieve me of financial obligation beyond the nonrefundable deposit of \$65.00 and \$800.00 Charge.**

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Parent Signature

Note: PHMS reserves the right to refuse to accept a child for the second semester commencing January 2011, unless tuition is paid up-to-date!

## PAYMENT PLAN OPTIONS

Options I and II offer a tuition credit as an incentive to choose them, which will be deducted directly from your Enrollment Fee as follows:

<u>OPTION</u>		<u>TUITION CREDIT</u>
OPTION I:	Payment in full (Prior to March 1, 2010)	\$100.00
OPTION II:	Payment in two equal installments (First payment March 1, 2010; Second is August 1, 2010)	\$50.00
OPTION III:	Payment in seven equal installments on or before the first day of each month commencing on March 1, 2010 and ending on September 1, 2010. <i>(There is no Tuition Credit for this Option).</i> Payments for this Option are due within five working days of the first of the month. Option III is not available if you register your child after July 1, 2010.	

**EASY PAY OPTION:** Payment in twelve equal installments on or before the first day of each month commencing on the first month after enrollment. *(There is no tuition credit for this option).* Payments for this Option are due within five working days of the first of the month. Easy Pay Option is not available if you register your child after July 1, 2010. This option is not available for Part Day students.

**There is a late payment fee of \$25.00 due for each late payment.**

**NOTE:** If Option I and Option II payment plans are not adhered to, the school has the right to rescind the Credit and charge late fees as outlined for Option III.

If optional payment plans have been selected, and you have paid the corresponding Enrollment Fee (see Page 2), the following is the amount of your monthly payments.

	<u>OPTION III</u>	<u>EASY PAY OPTION</u>
Pre School/Part Time	\$ 1,158.00 per month	N/A
Pre School & Kindergarten/Full Time	\$ 1,643.00 per month	\$ 959.00 per month
Elementary	\$ 1,643.00 per month	\$ 959.00 per month

Please choose Payment Plan Option:

OPTION I \_\_\_\_\_      OPTION II \_\_\_\_\_      EASY PAY OPTION \_\_\_\_\_

Enclosed is the appropriate Enrollment Fee of (see Page 2): \$ \_\_\_\_\_

Please make checks payable to:      **Pincushion Hill Montessori School**

(returned check fee is \$15.00)

**Please fill out, sign and return all pages of this contract with the appropriate Enrollment Fee for your child's admission to Pincushion Hill Montessori School. Copies will be returned to you upon acceptance.**

I/We, \_\_\_\_\_ custodial parent(s) or guardian(s), in consideration of the acceptance of \_\_\_\_\_, as a student, hereby agree to comply with the terms stated above.

Signatures of persons contractually responsible:

_____	_____
Parent or Guardian's Name (Sign)	Date
_____	_____
Parent or Guardian's Name (Sign)	Date

I give my consent to list my name, address and phone in the school directory.

\_\_\_\_\_

Parent or Guardian's Name (Sign)

I agree to allow photos of, and/or creative materials produced by my child to be used in Pincushion promotional materials.

\_\_\_\_\_

Parent or Guardian's Name (Sign)

The Pincushion Hill Montessori School does not discriminate in providing services to children and their families on the basis of race, religion, cultural heritage, political beliefs or marital status.

In the event that space is unavailable in the session you chose, you will be placed on a waiting list.

\_\_\_\_\_

**FOR OFFICE USE ONLY**

Application Received (Date): \_\_\_\_\_

Application / Registration Fee Received (Amount): \_\_\_\_\_

Director / Administrator Signature: \_\_\_\_\_