



## Application and Financial Agreement

**Application for Enrollment**

**Today's Date:** \_\_\_\_\_

How did you hear about our campus?			
Child's Name		M / F (Circle)	Age      DOB /     /
Home Address		Home Phone	
City / State		Zip	
Parent 1/Guardian		Parent 2/Guardian	
Cell #		Cell #	
Email		Email	
Employer		Employer	
Employer Phone		Employer Phone	
When was your tour of the campus?			
Which of our additional programs are you interested in?			

Program requested			
Program	Indicate choice here	Program	Indicate choice here
Toddler – Half Day		Primary – School Day 12 mo.	
Toddler - Full Day		Primary – Full Day 10 mo.	
Pre-Primary – Half Day		Primary – Full Day 12 mo.	
Pre-Primary – Full Day		Elementary – School Day	
Primary – Half Day 10 mo.		Elementary – Full Day	
Primary – Half Day 12 mo.		NMS – School Day	
Primary – School Day 10 mo.			

**Has your child attended a Montessori program before? Yes / No (circle) which school?** \_\_\_\_\_ **How long?** \_\_\_\_\_

**Procedure for enrollment**

- Return the completed Application and Financial Agreement form with the application/registration fee. The fee is non-refundable once your child is accepted
- Schedule a student visit for placement
- Provide copies of prior school records, IEP (if applicable) and State required medical and immunization records
- Return all child enrollment forms and initial tuition payment prior to start date.
- The school will confirm your child's enrollment and start date

Desired Start Date: \_\_\_\_\_



## Financial Agreement

Annual Fees are as follows	
Application Fee (new families only)	\$200
Registration Fee (continuing families only)	\$100
Toddler & Pre-Primary Activity Materials Fee	\$85
Primary Activity Materials Fee	\$150
Elementary Activity Materials Fee	\$250
NMS Activity Materials Fee	\$350
Tuition Down Payment	\$500

Your child's Application/Registration fee for this school year will be \$ \_\_\_\_\_

Your child's Activity Materials Fee for this school year will be \$ \_\_\_\_\_

**Submit Fees on or before the following dates**

- Registration/Application Fee due at time of enrollment
- Tuition down payment for the new school year due on or before June 1<sup>st</sup>
- Activity Materials Fees are due on or before June 1<sup>st</sup>
- First month's tuition due on or before August 1<sup>st</sup>

Program Tuition Rates			
Program	Annual Tuition	Program	Annual Tuition
Toddler – Half Day	\$10,200	Primary – School Day 12 mo.	\$14,400
Toddler - Full Day	\$13,200	Primary – Full Day 10 mo.	\$13,500
Pre-Primary – Half Day	\$10,200	Primary – Full Day 12 mo.	\$16,200
Pre-Primary – Full Day	\$13,200	Elementary – School Day	\$13,000
Primary – Half Day 10 mo.	\$8,500	Elementary – Full Day	\$14,500
Primary – Half Day 12 mo.	\$10,200	NMS – School Day	\$13,000
Primary – School Day 10 mo.	\$12,000		

Your child's tuition (less the down payment) will be \$ \_\_\_\_\_

**Payment options (choose one)**

- One annual payment of \$ \_\_\_\_\_ (due on or before August 1<sup>st</sup> - 1% savings)
- Three equal payments of \$ \_\_\_\_\_ (due on or before the 1<sup>st</sup> of August, November, and February)
- Ten equal payments of \$ \_\_\_\_\_ (due on or before the first of each month, August through May)
- Twelve equal payments of \$ \_\_\_\_\_ (due on or before the first of each month, August through July)



## Enrollment Contract

PHMA agrees to enroll \_\_\_\_\_ for the 2015- 2016 school year and to provide the program, educational and other services as prescribed for that grade.

In consideration of the acceptance of the Enrollment contract by the school the undersigned agrees to pay all required fees as specified in the Financial Agreement.

I understand that my obligation to pay the fees for the full academic year is unconditional and that after August 1 no portion of fees paid or outstanding will be refunded or canceled in the event of absence, withdrawal or dismissal from the school by the above student.

I understand that in signing this Enrollment Contract for the coming academic year, I am agreeing to accept the rules and regulations of the School as stated in the current Parent Handbook including the rule concerning payment of fees as referred to above.

Enrollment, as specified within this Enrollment Contract, may be canceled by the parents or guardians in writing, without penalty (with the exception of the non-refundable fees) prior to August 1. In the event that the child is withdrawn after the school year has begun, the down payment and fees are nonrefundable. If the child is withdrawn for nonqualified reasons, the parents or guardians are financially responsible to pay the remaining annual tuition charges.

I understand the school shall have the right to legal action for the collection of school fees and tuition and that I will be held responsible for all costs of collection, including court costs and attorney fees.

### Signature of Parents or Guardians financially responsible for Student:

1. Print Name \_\_\_\_\_ Sign Name \_\_\_\_\_

Address \_\_\_\_\_

2. Print Name \_\_\_\_\_ Sign Name \_\_\_\_\_

Address \_\_\_\_\_

Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_