



# FLOSSMOOR

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MONTESSORI SCHOOL

**For office use only:**  
 Date rec'd \_\_\_\_\_  
 App. Fee \_\_\_\_\_  
 Deposit \_\_\_\_\_  
 Payment \_\_\_\_\_

## Enrollment Application 2015-2016

**Child** (Please print clearly)

First Name	Middle	Last	Common
Address		City	State Zip
Gender: M _____ F _____		Date of Birth _____	Home Phone _____
Siblings' names & ages _____			
Previous school/childcare experience _____			

**Parent/Guardian** (Please print clearly)

Parent Name	Parent Name
Social Security Number	Social Security Number
Marital Status	Marital Status
Home Address (If different from above)	
Home phone	Cellular phone
E-mail address	
Profession	
Name of employer	
Employer address	
Employer phone	
If parents are divorced, who has legal custody? _____	Who is financially responsible for the Applicant? _____

**Admissions:** The school admits children of any race, color, religion, and ethnic or national origin. Consideration is given to class composition (boy-girl, ages) and available space and programs. Admission for each child is *provisional*. Classes depend on securing a sufficient number of children and staff, as well as fitness of program for the child.

**Agreements:** I agree that my child will arrive at school no later than 8:30 am. I will be responsible for the payment of tuition for the program my child is signed up for and any additional time he/she may need child care occasionally. I will provide necessary documents to school for enrollment of my child at FMS prior to child attending the school. I understand that spring, summer or winter camps are not part of this tuition plan. I agree to attend informational meetings for parents and Parent-Directress Conferences. I agree to participate in Social and Fundraising events of the school. I agree to permit my child to take part in announced School Field Trips and outings. The Directresses and staff provide a proven education to my child and I agree to educate myself in order to support my child's academic, social, and fundamental development. I understand that the school assists my child in his or her development; therefore, communication among the school staff regarding my child is necessary.

**Application Fee:** A one-time \$75 non-refundable application fee for children new to the School is to accompany this completed form.

**Deposit:** An annual \$250 deposit is to accompany this completed form. This deposit is applied to your last scheduled tuition payment. If the school does not accept your child, the deposit will be refunded. If my child leaves the school, for any reason, prior to the completion of the school year and without 30-days notice to the school, this deposit is forfeited.

# Enrollment and Payment Agreement 2015-2016

Child \_\_\_\_\_

Date of Birth \_\_\_\_\_

Enrollment Date \_\_\_\_\_

## Programs and Tuition

### Annual Tuition

### Two Payments

### Ten Payments

Please INITIAL by the selected program:

Annual  
Due: August 1

Semi-Annual  
Aug 1 & Jan 1

Monthly  
Aug 1 until May 1

### Pre-primary (2-3 years) Program

_____ Morning 8:30-11:30	\$ 6000	\$ 3000	\$ 610
_____ <b>Extended hours 8:30-3:00</b> Lunch & nap provided	<b>\$ 8000</b>	<b>\$ 4000</b>	<b>\$ 810</b>

### Primary (3-6 years) Program

_____ Morning 8:30-11:30	\$ 6200	\$ 3100	\$ 630
_____ <b>Extended hours 8:30-3:00</b> Lunch & nap provided for 3-year old children Lunch provided for children 4-6 years	<b>\$ 8200</b>	<b>\$ 4100</b>	<b>\$ 830</b>

### Elementary Program

_____ 8:30-3:00	\$ 8300	\$ 4150	\$ 840
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### Before-School and After-School Care

The following fees apply to before- and after-school care services and are to be included with each tuition payment:

_____ <b>7:00-8:15 am</b>	<b>\$ 900</b>	<b>\$ 450</b>	<b>\$ 90</b>
_____ 3:00-4:00	\$ 900	\$ 450	\$ 90
_____ <b>3:00-5:00</b>	<b>\$1600</b>	<b>\$ 800</b>	<b>\$ 160</b>
_____ 3:00-6:00	\$2400	\$ 1200	\$ 240

\_\_\_\_\_ **Please Initial:** I understand that the school year begins late August 2015, ends late May/early June 2016, and that my first tuition payment begins August 1, 2015 with final tuition and fees paid by May 1, 2016. Tuition payments can be made by cash, check, money order, online payment service or credit card. There will be extra 2% processing fee for using credit card.

### I agree to pay the indicated tuition according to the following plan: (Please Initial)

- \_\_\_\_\_ **Full Payment Plan:** Tuition is discounted \$200.00. Full payment is due by **August 1**.
- \_\_\_\_\_ **Two Payment Plan:** Tuition is discounted \$150.00. Payments are due by **August 1** and **January 1**.
- \_\_\_\_\_ **Ten Payment Plan:** Payments are due by **August 1** through **May 1**.

**Returned Checks:** Checks returned due to insufficient funds will incur a \$25 fee paid to the school. If two checks are returned, cash, money order, or credit card will be required for subsequent payments.

**Late Payment Charge:** Tuition is due the first of each month. Monthly statements may be sent to you upon request. Tuition due dates may be arranged with the office, if a date other than the first of the month is needed. Payments received more than two weeks after due date will incur a \$20 late fee. After two months of non-payment, without prior arrangement, your child will be withdrawn from the school.

**Sibling Discount:** Families with more than one child concurrently enrolled for the **full year** (not receiving any other type of tuition assistance) will receive a \$500 tuition credit for each child after the first child.

I understand that children are admitted for the full academic year and that my agreement to pay tuition for the school year is not subject to adjustments for illness, absence, holidays, or withdrawal. I may cancel this contract by giving **written notice to the school 30 days before withdrawal** in which case tuition is pro-rated to the number of attendance weeks according to the FMS calendar.

### Parents and/or Legal Guardians:

Printed Name \_\_\_\_\_

Sign \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Sign \_\_\_\_\_

Date \_\_\_\_\_