



Flintridge Montessori Pre School & Ele. Inc

REGISTRATION & ADMISSION FEES EFFECTIVE AUG. 2021/2022

These forms are also downloadable from our web site: www.flintridge-montessori.com

(Your information is kept confidential. Please complete all pages fully and do not leave any blanks)

Please refer to covid protocol

Child's Full Name:			
Last	_____ First	Middle	Preferred Name
Child's Date of Birth:		Sex: M / F	Age:
Father's Name:			SS#:
Email:			
Home Address Street:			
City:		Zip Code:	
Tel (Home):	Tel (Work):	(Cell/Pager):	
Father's Occupation:			Avg. Annual Income:
Employer Name & Full Address:			
City:		Zip Code:	
Mother's Name:			SS#:
Email:			
Home Address :(if different) Street:			
City:		Zip Code:	
Tel (Home):	Tel (Work):	(Cell/Pager):	
Mother's Occupation:			Avg Annual Income:
Employer Name & Full Address:			
City:		Zip:	
Child's Previous School:			Phone #
Reason for leaving: (Please explain)			
Full day pick up: 5.55 pm	<input type="checkbox"/> 5 Full extended days (pick up by 5:55pm)	<input type="checkbox"/> 5 days 5.30 pickup	<input type="checkbox"/> 5 days 3pm pickup
Admission Date:		Approximate Drop off AM Pick up PM	

How did you find us? Yellow Pages Newspaper Website Friends Other

Would you like to participate in: Extracurricular Activities Reading Event organizing Other

Describe how best you would be involved in your child's life at school:

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Flintridge Montessori Pre School.2021-2022 Tuition & Fees:

Ages 2 to 6 years (Pre School to Kindergarten)

Start Up Costs

Application Fee:	\$160 (non-refundable)
Security Deposit:	Security deposit; applied to last month's Tuition Fee (refunds issued only a week after last day of attendance)
First Months Tuition:	See Program Schedule below
Diaper training:	\$50 Per month
Annual Materials Fee:	KG: \$410, Pre School: \$325, After Sch: \$250

The school reserves the right to increase tuition fees every Fall/September. Classes start promptly at 9am. Diapering/potty training fee will be removed when the child is fully out of diapers. Late arrivals are not accepted. (During Covid-19 operational hours may change. Please check with school.)

Summer activity fee: \$100 per month(June & July) to help manage costs associated with outside vendors. Tuition may be prorated during summer months only, based on attendance.

Program schedules: Full time applicants get priority admission while part timers will go on a wait list and be allocated places according to availability.

Tuition is calculated and based on a ten-month period August through end of May while June & July are optional subject to attendance. Those joining mid-year will have their tuition fees pro-rated. No discounts or fee waivers are given for absences or vacations taken during academic school year OR make up days.

Full day Programs

5 Full Days Extended	Monday through Friday	8 am- 5.30	\$1395
5 Full Days	Monday through Friday	8 am –3pm	\$1299
3 Full days Extended	MWF	8 am– 5.30	\$1048
3 Full days	MWF	8 am-3pm	\$980
2 Full days	Tu. Thursday	8 am – 5.30	\$888

After School & Half Day Programs

5 Half days	Mon through Friday	8 am - 12 noon	\$1048
3 Half days (For afterschool children only)	MFW	8 – 12 noon	\$888

Drops-ins & Extra Days/Hours for existing part-timers

Full Day 8 – 5.30 pm	\$75	Half Day 8 – 12 noon or/12-5.30	\$60
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Tuition is based on a monthly basis divided into 10 equal payments and no fee waiver can be accommodated for holidays taken or absence during the school year between August and end May. June and July may be pro-rated based on attendance.

Other Fees

Late Pick Up fees: \$1 per minute will apply for pick up after the scheduled time, which includes half day, 3 pm pick and 5.30 pm pick up.

Late Tuition Fees: Tuition is due on the 1st of the month. A 10% late fee will be strictly applied for payment received after the 8th of the month.

Returned Check Fee: \$25. **Optional Hot Lunch Program:** \$5.50 per meal payable in advance start of the month. Prices are subject to change. **Checks less than \$25 are not accepted.**

How to pay Tuition and Fees: The school accepts cash/ checks/ electronic checks and **our preferred method is direct debit through Tuition Express**, in which we encourage you to participate in. The account you assign, e.g., savings/checking, will be debited between the 1st and the 5th each month. Credit cards are currently not accepted.

Our Kindergarten program requires full day participation. Half day Kindergarten program is offered only to those attending public school in the neighborhood. Under supervision they would also complete their homework by pick up time.

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Admission agreement/ Fees Schedule & Dues 2021/22 (Cont.) (Do not leave blanks)

Child lives with Mother/ Father/ Both/ or guardian

Name(s) of Person financially responsible:

Indicate any special needs, (e.g. Allergies, speech delays, behavioral/social issues)
 (Mild or severe Autism, speech delays, hearing impairments, behavioral issues, etc. must be reported in order for us to provide appropriate care. **Withholding any information, the school considers important and needs to be made aware of may result in the school requesting the child to be taken out.**)

I/We understand that when we join the community of this school, we take full responsibility for all fees and that **two weeks written notice** will be given when **withdrawing for ANY reason at ANY time** of the year. If for some reason the two-week notice cannot be given, then two weeks tuition fees will be paid in lieu by us. I/We also understand that no fee waivers will be granted for **holidays taken during the academic school year**, i.e. first of August to the end of May. I/We understand that if the child is sick or taken out of school on long leave of absence from August through end of May, I/we are still required to **PAY THE FULL MONTHLY TUITION. We also understand that a family may be suspended from attending the facility for behavioral issues including hitting, biting, hurting staff and other kids or unresolvable conflicts that may arise which would be in the best interest of both parties. We understand no refunds will be issued under such circumstances. School reserves the right to turn away children who arrive with fever, pink eye, or a really bad cold/cough or any other illness in the interest of other children and center staff, in order to minimize spreading.** The school has the right to change fees any time during the year with 30 days notification.

Initial here.....

We agree that any account in arrears of THIRTY days may be **sent for collection**. 100% of all legal, administrative and other related fees incurred in collecting overdue accounts, including 100% of collection agency fees will be charged to us. **I/We fully understand and abide by the school policies** and have read and understood the handbook. I/We have received a copy for my/our records. I/We agree to respect all the school rules and abides by them to help school run a quality program.

Initial here

Attached **non-refundable** \$160 Registration and a **family photograph**.

Father's/ Guardian's Signature:

Date:

Mother's/ Guardian's Signature:

Date:

Flintridge Montessori values parent participation and expects parent involvement in fundraising and social activities when your child joins us. If there is no participation the school reserves the right to access a fee/donation from non-participating families.

Initial here

After completion of these forms, please make a copy for your records before you submit originals to school.

Incomplete application packages will not be accepted. Check below that your package includes all of the following:

1 Registration & Admission Agreement/ Fee Schedule (3 pages)	8 Direct Debit Payment Authorization Form
2 School Policy (Please read carefully and return acknowledgement)	9 Personal Rights Form (LIC613A)
3 Emergency Card (In Duplicate, Obtain from Office)	10 Parents Rights Form (LIC995)
4 Consent for Medical Treatment Form LIC 627	11 Emergency Kit (mandatory may be purchased from school)
5 Identification & Emergency Information LIC 700	12 Family Photograph (for identification & posting in classroom)
6 Physician's Report (filled & signed by physician) LIC 701	13 Waiver for Photographs taken in school
7 Pre-Admission Health History (LIC 702)	14 Accident waiver & release of liability form

For office use only

<p>Please note fees are due on the FIRST of each month and before the 8th. Monthly invoices are NOT issued. If you are late with payments more than 3 times, we may assess an additional penalty, and may be sent for collection. Those with Direct Debit accounts need to ensure funds are available.</p>	Application Fee	
	Monthly Tuition	
	Security Deposit	
	Material Fee	
	Diaper Fee	
	Other	
	Total:	