



ADMISSIONS INFORMATION - 2022 - 2023

New Student Enrollment Procedures

- **Age:** 2 years to 6 years. Children enrolling at the age of 4 or older must have had previous Montessori experience.
- **Application fee:** A \$100 non-refundable fee must accompany the submission of this application.
- **Acceptance:** If space is available for your child's age, gender and maturity level, a notice of acceptance shall be sent. In the case of a 3 year old child or older, a teacher / child classroom visit will be scheduled before acceptance.
- **Enrollment Fee:** Upon receiving notice of acceptance, a \$250 non-refundable enrollment fee is due within two weeks of that notice and will reserve your child's place in the classroom.
- **Conference :** A Teacher / Parent conference will be scheduled before the child's first day of school.

Re Enrollment - A \$250 enrollment fee and a *2022 - 2023 Application Packet* is due by April 1st 2022

<u>Tuition and Payment Plans</u> - Tuition based on a 10 month academic year - Checks Payable to "Mountain Montessori" - School Hours - 8:30am - 3:00pm	Enrollment Fee (due upon acceptance)	Annual (due first day of School)	Semester (due first day of school & Dec 1)	Monthly (10 payments. 1st day of school and the 1st of each month - Sept. 1. - May 1)
Drop Off 8:15am - 8:30am Pick Up 2:45pm - 3:00pm	\$250	\$8,850	1st - \$4375 2nd- \$4375	\$885

Tuition Payments

Tuition payments are due the first of each month. If there is a holiday or absence, the tuition payment is due the following school day (no exceptions). There will be a \$50 charge for returned checks. Mountain Montessori does not offer any discounts of any kind.

Refunds and Adjustments

All children are enrolled for the full ten-month school year. No tuition refunds will be made due to illness, vacation or withdrawal. If the school is given a 30 day written notice of a child leaving school, then tuition is payable through the 30 days. The enrollment fee is non-refundable.

Dismissal Policy

A child may be dismissed at the school's discretion upon notice to the parent for consistent aggressive or disruptive behavior, either physical or verbal by the child or parent. A child may also be asked to leave if the staff believes the child is not benefiting from our Montessori program. In all instances, a prorated portion of the tuition will be refunded according to the time the child was actually in attendance. The enrollment fee is not refundable.

Items Needed On File By the First Day of School (All forms will be provided, except for Immunizations)

- \$200 Enrollment Fee
- Tuition Payment
- Signed copy of the Application for Enrollment
- Signed copy of the General Information Form
- SC Certificate of Immunization OR Religious Exemption Form
- DSS Form 2900
- Signed Mountain Montessori Policy Agreement
- Identity Verification