

APPLICATION & ADMISSIONS PROCESS

- 1. Schedule a parent visit to the school (Mon-Thursday between 3:15 & 5pm)
 - Receive application packet at visit
- 2. Schedule a parent observation (optional more info in application packet)
 - Mon-Fri between 8:30 & 11am
 - Parent may stay as long as they desire within the time frame
- 3. Turn in completed application with \$100 non-refundable application fee
- 4. Schedule a time for the child to visit during school hours (more details about elementary child visits are in the application packet)
 - Primary: child will visit for the last 30 minutes of work & playtime: Mon-Fri 11am-12:00pm
 - Elementary: child will visit for a morning: Mon-Fri 8:30am-1pm
- 5. Acceptances will be given after the child has visited the school
 - We can only accommodate a certain number of children per grade, so we will keep a waiting list for each grade
 - Admissions occur on a rolling basis: first-come, first-serve as space is available or as space becomes available
 - Contract will be given for the school year
- 6. Signed contract and tuition deposit must be returned in order to reserve the child's spot in our school
 - Tuition deposit is equal to one-month of the 10-month payment plan (\$450/month for half-day primary students, \$550/month for full-day primary students and \$600/month for elementary students)
 - Tuition deposit will be credited to the year's tuition