



Highland Montessori School

614 Highland Avenue, San Mateo, CA 94401

www.highlandmontessori.com

650-347-6450

Application Form 2016-2017 School Year

\$100 application fee must accompany your submitted form. Applications must be submitted by Friday, February 26, 2016. This application does not guarantee acceptance to Highland Montessori.

Child's Information		Start Date:	
Full Name:		Preferred Name:	
Date of Birth:		Age:	Gender:
Home Address:		City:	Zip Code:
Home Phone:			
Mother's/Guardian's Information			
Full Name:		Email Address:	
Occupation:		Employer:	
Business Address:		City:	Zip Code:
Cell/Daytime Phone:		Business Phone:	
Father's/Guardian's Information			
Full Name:		Email Address:	
Occupation:		Employer:	
Business Address:		City:	Zip Code:
Cell/Daytime Phone:		Business Phone:	
Emergency Information			
In case of an emergency please contact:			
Contact's Address:		City:	Zip Code:
Contact's Phone:		Alternate Phone:	
Pediatrician's Name:		Pediatrician's Phone:	
Please list ALL of your child's Allergies :			
Please describe your child's experience in other childcare programs?			
How did you hear about Highland Montessori?			
<input type="checkbox"/> Internet <input type="checkbox"/> Childcare Referral Agency <input type="checkbox"/> Current Student <input type="checkbox"/> Other _____			

OFFICE USE ONLY

Date Received: ____/____/____	Application Fee/Check #: _____	Waitlist: Y N # _____
Notes:		

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2016-2017 Fee Schedule

Please carefully review the fee schedule for the 2016-2017 school year. Tuition covers your child's attendance for regular school hours throughout the year.

Full Day Class		Days	Annual Tuition Full payment due August 1, 2016	Installment Plan <i>12 Monthly installments with 1st installment due August 1st, 2016.</i>
	8:30am-3:30pm	Monday-Friday	\$15,600	\$1,300

Before & Afterschool Childcare

We offer additional childcare from 7:30am-8:30am and from 3:30pm-5:30pm daily in addition to our regular school hours. ***Pre-registration*** for this additional childcare is required and will be added to your yearly or installment plan fees. Drop-In Care for \$15/hr is available on a space available basis.

Please check the box of care hours you will need.

Before/After Care		Days	Annual Tuition Full payment due August 1, 2016	Installment Plan <i>12 installments with first installment due August 1st, 2016</i>
	7:30am-8:30am	Monday-Friday	\$1,000	\$100
	3:30pm-4:30pm	Monday-Friday	\$1,000	\$100
	4:30pm-5:30pm	Monday-Friday	\$1,000	\$100

Please initial your acknowledgment of fee requirements.

_____ **Application Fee:** There is a ***\$100 non-refundable*** application fee for Highland Montessori. This application does not guarantee acceptance into Highland Montessori. We strive to provide a balanced enrollment of ages. Enrollment will be conducted according to spaces available by age and schedule requested.

_____ **Cancellation Fee:** Should you choose to cancel your enrollment, a Cancellation Fee is required and is calculated by the number of months remaining on your contract. Please refer to the Financial Agreement for full details.

_____ **Late Fees:** All fees scheduled through the installment plan are due on the first day of each month (Aug-May). Payments made after the 5th day of the month will be subject to a \$30 late fee.

_____ **First Payment Due August 1st, 2016**

Parent/Guardian Signature:_____ **Date:**_____