



Ventura Montessori School

2020-2021 Primary Enrollment Application

***Payment is due with the Enrollment Application to guarantee enrollment.**

Note: Primary classes are for children ages 2.5 to 6 yrs.

Student Information:

Student Name: _____ Age: _____ DOB: ____/____/____ Gender: M F

Does your child have allergies? Yes No Please list: _____

Does your child have any behavioral or medical conditions? Yes No Please list: _____

Parent/Guardian Information:

Name: _____

Marital Status: _____

Address: _____

City: _____ Zip: _____

Home Phone: _____

Cell Phone: _____

Employer: _____

Occupation: _____

Work Phone: _____

Social Security Number: _____

Email: _____

- Use this email address for school mailing list.
- Share this email address and phone number with other VMS families on the parent roster.

If applicable, indicate if parent has:

- Physical Custody
 - Joint Sole n/a
- Legal Custody
 - Joint Sole n/a

Name: _____

Marital Status: _____

Address: _____

City: _____ Zip: _____

Home Phone: _____

Cell Phone: _____

Employer: _____

Occupation: _____

Work Phone: _____

Social Security Number: _____

Email: _____

- Use this email address for school mailing list.
- Share this email address and phone number with other VMS families on the parent roster.

If applicable, indicate if parent has:

- Physical Custody
 - Joint Sole n/a
- Legal Custody
 - Joint Sole n/a

General Enrollment Information:

- I have read the VMS Handbook on the VMS website and received the Notification of Parents' Rights.
 - I understand that email communication is the primary method used to notify parents of school announcements.
- May your child be photographed at VMS for school publications, including the website, newsletter, and advertisements?
 Yes No Exclusions: _____
- How did you hear about our school? _____

Signature of Parent/Guardian: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____



Ventura Montessori School

2020-2021 Primary Tuition Agreement

Student Name: _____ Age: ____ DOB: __/__/__ Gender: M F

Person with financial responsibility for tuition and fees: _____

Address: _____

City: _____ State/Zip Code: _____

Phone Number: _____ Email: _____

Enrolling for (check ALL that apply): Library Time Half Day Full Day Extended Care

Co-Op Participation:

We offer a discount program on tuition for co-op participation per family. Co-op participation is valued at a rate of \$20 per hour and will be discounted from your invoices billed in December and May, with a maximum of 10 hours/\$200 applicable to each of those invoices.

For more information on co-op participation, please refer to your handbook and/or email the board at info@venturamontessori.org.

Tuition and Fees:

Library Time (7:30am-9:00am) - \$1,000 for the school year (installments of \$100 per invoice) plus a one-time \$25 materials fee, OR you may sign-up as needed at a rate of \$50 per week or \$20 per day. (Please note that due to mandatory teacher to student ratios, spots for Library Time may be limited, and the only way to guarantee a reserved spot is to enroll for the entire year at time of registration.)

Half Day (9:00am-12:00pm) - \$6,700 for the school year (installments of \$670 per invoice) plus a one-time \$200 materials fee.

Full Day (9:00am-2:30pm) - \$7,000 for the school year (installments of \$700 per invoice) plus a one-time \$200 materials fee.

Extended Care (2:30pm-5:30pm) - \$2,000 for the school year (installments of \$200 per invoice) plus a one-time \$50 materials fee, OR you may sign-up as needed at a rate of \$100 per week or \$40 per day. (Please note that due to mandatory teacher to student ratios, spots for Extended Care may be limited, and the only way to guarantee a reserved spot is to enroll for the entire year at time of registration.)

We only currently offer Library Time and Extended Care to students enrolled in either our Half Day or Full Day programs.

You may choose to pay your tuition in one of two ways:

- In full at the time of registration, 10% of which is non-refundable.
- In 10 installments, the first of which is due at the time of registration and is non-refundable, and the remaining nine to be paid on the 1st of each month, starting in September and ending in May.

Also due at time of registration will be a \$200 registration fee and all applicable materials fees, both of which are non-refundable.

Tuition Installment Payment Chart:

Month	Tuition Installment	School Fees	Processing Fees
August	Deposit/1 st Installment	Materials	Registration
September 1 st	2 nd Installment		
October 1 st	3 rd Installment		
November 1 st	4 th Installment		
December 1 st	5 th Installment		
January 1 st	6 th Installment		
February 1 st	7 th Installment		
March 1 st	8 th Installment		
April 1 st	9 th Installment		
May 1 st	10 th Installment		
June No Payment (because this was paid in August (Deposit))			

Please note that we must receive the completed Enrollment Packet and payment for the registration and materials fees, plus the first installment OR the 10% non-refundable portion of tuition, on or before August 1st, 2020 to guarantee enrollment. Listed below are the totals for the minimum required payment to guarantee enrollment (add each program you are enrolling in to calculate your total due below):

Library Time - \$125

Half Day - \$1070

Full Day - \$2000

Extended Care - \$250

Total amount due for enrollment: _____ (does not include any possible applicable discounts - see below)

Total amount due remaining: _____ **to be billed in installments of:** _____

Optional one time or recurring donation to scholarship fund: + _____ one-time recurring

(Recurring donations will be billed with your monthly invoices.) Please note that you may also make one-time and recurring donations through our website at any time.

Ventura Montessori School is a 501(c)(3) non-profit organization. Our Tax ID is 95-267-1590. Please consult your tax professional about the deductibility of donations.

Discounts

Families with a parent who is active duty Military, a County of Ventura employee, or are enrolling more than one child qualify for a 10% discount on tuition. Proper identification should be shown when application is processed. Only one 10% tuition discount per child.

Late Fees

A charge of \$25 will be assessed for each tuition payment received more than 5 business days after the 1st of the month. If tuition is not paid in full by May 15th of the current school year a \$100 fee shall be charged to your account. If your account is delinquent more than 30 days, your child may be required to stay out of school until the account is made current.

Charges for late pickup

Children should be picked up from Full Day no later than 2:45pm and from Extended Care no later than 5:30pm. Late pickup will be charged \$1 per minute past that time.

Enrollment After the Start of the School Year

Students who enroll and begin attending after the first day of the school year will receive a discount from the total amount of tuition equal to the proration of the tuition rate for each school day prior to enrollment.

Student Withdrawal and Refund Policy

Two weeks written notice is required for withdrawal of children from the school. If a child is withdrawn from school after April 1st of the current school year, tuition is not refundable and all unpaid tuition is due.

Termination

The school reserves the right to terminate any child whom, in the opinion of the Directress, is unable to adjust to the Montessori program. Should it be necessary to employ an attorney to enforce this agreement, the parent agrees to pay reasonable attorney’s fees. In addition, the school reserves the right to terminate this agreement if the signing party were to cause any detriment to the school.

Parent Handbook

The current Parent Handbook supplements this agreement and is incorporated herein by reference. The handbook is subject to change in August of each year, and the changes shall become part of this agreement.

I have met with the Directress of Ventura Montessori School and reviewed the current Ventura Montessori School Tuition and Fees schedule and agree to pay the above named child’s tuition and fees for instruction for the current academic year according to the above payment plan. I understand that my child is enrolled when both parent and the school sign this agreement.

Signature of Parent/Guardian: _____ **Date:** _____
Signature of Parent/Guardian: _____ **Date:** _____
Signature of Ventura Montessori School Official: _____ **Date:** _____

Optional Student Identification Information (check all that apply)

(Note: This information is used for statistical purposes only and will have no bearing on acceptance into the Ventura Montessori School. Completion of this section is entirely voluntary.)

Ethnicity:

- Hispanic
- Non-Hispanic

Race:

- African American/Black
- American Indian/Alaskan Native
- Asian
- Native Hawaiian/Pacific Islander
- White