



HARTLEY NATURE PRESCHOOL

2016-17 Application for Enrollment

Application Calendar

◆ **December 7—January 29, 2016**

Enrollment Applications accepted for returning families, waiting list families, and the general public. *Applications must be complete and include the \$50 application fee.*

◆ **February 19, 2016**

Class placement notification

◆ **March 1, 2016**

Non-refundable deposits are due (applied to May 2017 tuition payment)

◆ **Late Applications**

Applications received after January 29 will be considered in the order received

Application Procedure

To enroll your child at Hartley Nature Preschool, please complete this Enrollment Application form and submit it with the \$50 *non-refundable* application fee no later than January 29, 2016. A new application for enrollment must be made each school year. If necessary, a lottery will be held to ensure fair placement among returning families and/or for popular classes. Priority for enrollment is as follows 1) currently enrolled and returning children, 2) siblings of currently enrolled/alumni children, 3) children on the waiting list, 4) general public. An effort will be made to grant each family's first choice for class days and times whenever possible and as is best for the make-up of preschool classes (ie gender, age balance). Notification of class placement will be given by or before February 19, 2016 via email and mail. A *non-refundable* deposit equal to one month's tuition will be due by March 1, 2016 to hold the placement. The deposit will be applied to the May 2017 tuition payment.

Child's Name _____ Preferred Nickname _____

Child's Age on September 1, 2016 _____ Child's Date of Birth _____ Gender _____

Currently Enrolled Student Sibling of Current/Alumni Student

Already on the Waiting List New Student

Please tell us about your family

Parent(s)/Guardian(s) _____

Home Address/City/State/Zip Code _____

Child's Home Address (if different from above) _____

Home/Cell phone number(s) _____

Email address(es) _____

Work Place(s)/Occupation(s) _____

Work phone number(s) _____

Siblings' names and birthdays _____

I am interested in receiving a scholarship to HNP. Please email me a scholarship application when it is available.

Class Preference for 2016-17 school year

Please rank your order of preference
Children must be 3 years old and toilet-trained
by September 1, 2016 to enroll.

If you have a preference for a teacher or
classmate for your child, please indicate
below and we will do our best to
accommodate your request.

Rank	Times/Days	Hours	Tuition per year/month
_____	Mornings, M/W/F	8:30-11:30	\$2,421 / \$269
_____	Mornings, T/TH	8:30-11:30	\$1,611 / \$179
_____	Afternoons, M/W	12:30-3:30	\$1,611 / \$179
_____	Afternoons, T/TH	12:30-3:30	\$1,611 / \$179
_____	Full Days*, M/W/F	8:30-4:30	\$3996 / \$444
_____	Full Days*, T/TH	8:30-4:30	\$2664 / \$296
_____	Full Days*, Monday—Friday	8:30-4:30	\$6660 / \$740

* If you would like to have your child attend the FULL day preschool class, please provide an explanation of your need of/desire for the full day program. This information will help us do our best to meet your family's needs.

If your child has a health condition (i.e. allergy, medication, etc) or special need that HNP staff should be aware of please indicate below. Please provide an IEP/ICCP if possible.

Optional. In order to help us track our demographic information, please provide the following racial/ethnic background information (mark all that apply):

- African American
 Latino/Hispanic
 American Indian
 Pacific Islander
 Caucasian
 Asian American
 Middle Eastern
 Other (specify): _____

Enclosed is my \$50 non-refundable application fee paid by: ___ Check** ___ Cash ___ Credit Card

Name on Credit Card _____ Security Code (number on back) _____

Credit Card Number _____ Expiration Date _____

**Please make checks payable to Hartley Nature Center.

For office use only:

Date Received _____ Initials _____

Placement _____

Application Fee

Placement offered on _____

May deposit received on _____