

MONTESSORI CENTER SCHOOL, INC.

8625 NORTH 19TH AVENUE, PHOENIX, ARIZONA 85021 (602) 678-4470

Enrollment Procedure

The parents and child visit the school for an interview with the administrator, by appointment. At this time, they also observe a classroom in session. The teacher and/or administrator observe the child while in the classroom and the outdoor environment. During this time the program is explained to the parent and questions asked and answered regarding policies, schedules, fees, staff qualifications, discipline, etc.

The following forms must be completed at the time of enrollment:

1. Application for Admission
2. General Release Form.

The \$100.00 registration fee is due when application is submitted.

Note: No fees are refundable.

Admission Requirements

The child should be between 2-1/2 and 3-1/2 years of age, or have previous Montessori experience. The Montessori Center School strongly endorses a three-year program to provide maximum advantage of the Montessori method, including the kindergarten year. A two-year program is the minimum recommended enrollment, unless of course the child has previous Montessori experience. Children should be toilet trained and weaned. Manageable behavior and obedience are expected. The child should be able to follow simple directions, such as "Put the puzzle on the shelf and come sit down."

If no spaces are available in the school, the child may be placed on a waiting list after submitting a completed enrollment form having an interview with the administrator as in the Enrollment Procedure, and paying the \$100.00 registration fee. No fees are refundable. No guarantees are made for desired placement, which is dependent upon space as available.

Children may be enrolled at any time during the school year.

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Registration fee of \$100.00 is required to complete the application. Date received: _____

Please print all information

I wish to place my child at the Montessori Center School beginning _____

I have selected the Half Day Full Day Extended Day Program for my child. (Circle one)

Child: _____
Last name First name (Nickname) Middle name Birth date

Address: _____
Street Apt. # City Zip code Home phone

Father:

Name _____
Occupation _____
Employer _____
Cell Phone _____
Business Phone _____
E-mail _____

Mother:

Name _____
Occupation _____
Employer _____
Cell Phone _____
Business Phone _____
E-mail _____

Emergency Information:

If neither parent can be reached, whom can we contact in case of an emergency?

Name Phone Relationship to Child

Medical Information:

Please describe, in detail, any medical condition your child has (including food/medication allergies, dietary restrictions, seizures, etc.). Use additional sheets of paper if necessary.

Child's Personal Information:

Parent's Marital Status:(Circle one) Married Separated Divorced Single

If divorced with whom does child generally live? _____ Age of child at time of divorce? _____

Are parents remarried? Father _____ Mother _____ Age of child at time of remarriage _____

Is either parent deceased? _____

Is either parent away from home for long period of time? _____

Is the child adopted _____ At what age? _____ Is child aware of adoption? _____

Is the child regularly cared for by anyone other than parents? _____

Name of care giver _____ What portion of the day? _____

In his home? _____ If not, where? _____

Child lives in: House _____ Apartment _____ Other _____ Is there a yard to play outdoors? _____

Does child have a room alone? _____ Shares room with _____

Describe the child's play activities:

Outdoors _____

With other children _____

Favorite activities: _____

Favorite toys and books: _____

How much T.V. does child watch? _____ What programs? _____

How does the child get along with parents? _____ With siblings? _____

How does the child get along with other children? _____

Has the child attended school before? _____ Where? _____

What is your reason for choosing a Montessori School?

How did you hear about our school?

The Montessori Center School strongly endorses a three-year program to provide maximum advantage of the Montessori method, including the kindergarten year. **A two-year program is the minimum recommended enrollment**, unless of course the child has had previous Montessori.

How long do you intend to leave your child in a Montessori School? _____

Other children in the family:

Name	Age
_____	_____
_____	_____
_____	_____

Other members of the household (grandparent, housekeeper, etc.)

Name	Relationship
_____	_____
_____	_____

Remarks:

Signature of Parent(s) or Guardian(s)

Date: _____

Date: _____