

# Admission Procedure

Checklist

**Angel Care**  
M O N T E S S O R I

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## Visit The Program

The best way to learn more about the Angel Care Montessori Program is to come for a visit. Parents are encouraged to schedule a tour and an interview with the Program Director to become familiar with our program. We look forward to meeting you soon!

## Application

The enclosed application form should be completed and returned to the Program Office accompanied by the \$75 application fee. It is advisable to get your application in as early as possible for priority consideration.

## Child Visit

Applicants are asked to visit for a portion of the morning. All applicants are evaluated during their visit. (An application must be submitted prior to this visit.) Visits are scheduled throughout the year.

## Completed Folder

An applicant's folder is considered complete once the above steps are finished.

## Review of Admission Folder

Once the applicant's folder is complete a decision is made. Admission notification letters are then mailed and families are expected to reply within one week. The Registration Fee of \$600.00 is paid at this time.

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## Admission Policy

The Angel Care Montessori program seeks to enroll children who are well adjusted and highly motivated, from families who are supportive of the Montessori philosophy. The Montessori philosophy is based on the principle of freedom in a carefully prepared environment suitable to the nature of the child and catering to his/her need to learn by doing. Angel Care Montessori admits children on a first-come, first-serve basis worked out in relation to the gender and number requirements of each class. Priority is given to siblings and siblings of former students.

The Angel Care Program is not a not-for-profit corporation whose policies are set and overseen by an appointed Board. It is the policy of Angel Care Montessori not to discriminate on the basis of age, religion, sexual orientation, race, color, and national or ethnic origin. Any questions in this regard should be directed to the Head of Program

# Tuition & Fees

2011-2012

**Angel Care**  
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## Tuition

### **Pre-Primary Class/Cassatt Room (2.9 yrs. - 5 yrs.)\*\***

Morning Session            \$11,180.00 (8:30 a.m.-12:25 p.m.)

Full Day Session            \$15,769.00 (8:30 a.m.- 3:25 p.m.\*)

(Please note early dismissal on Fridays, 12:25p.m.; No Afternoon Classes on Fridays)

*\*\* All children in the preprimary class must be potty trained.*

### **Toddler Class/Renoir Room (18 mos. - 2.9 yrs.)**

3 day mornings M W F      \$7,760.00 (9:00 a.m.-11:25 a.m.)

2 day mornings T TH        \$5,956.00 (9:00 a.m.-11:25 a.m.)

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## Fees

### **Required Fees**

Application Fee                \$75.00

Registration Fee                \$600.00 (*applicable towards yearly tuition*)

Annual Basic Fee                \$320.00 (*Covers art supplies, music, classroom and health care supplies, and books*)

Field Trips/Class Trips        As applicable

Snack Fee (18 mos.- 2.9 yrs.)    \$135.00

# Registration Agreement

Enclose non-refundable \$600.00 registration fee applicable towards tuition

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## Child's Info

First Name ..... Last Name .....  
Date of Birth ..... Nickname .....

## Address

Street .....  
City ..... State ..... Zip .....

## Telephone

Home Tel: ..... Emergency Telephone Mother .....  
Emergency Telephone Father .....

## Program

Toddler Program (18 mos-2.9yrs)     MWF     T/TH (a.m.)  
PrePrimary Program\* (2.9yrs-5yrs)     Morning     Full day

*\*must be potty trained for preprimary*

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## Parent I

First Name ..... Last Name .....

## Address *(if different than applicant)*

Street .....  
City ..... State ..... Zip .....

## Parent II

First Name ..... Last Name .....

## Address *(if different than applicant)*

Street .....  
City ..... State ..... Zip .....

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## Billing

First Name ..... Last Name .....

## Address *(if different)*

Street .....  
City ..... State ..... Zip .....

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**Please read and sign below**

I, the undersigned applicant do hereby agree to pay to the Angel Care Montessori Program the full annual tuition including all additional program fees. I understand that my obligation to pay the fees for the full academic year is unconditional and that no portion of such fees so paid or outstanding will be refunded or cancelled in the event of the subsequent absence, withdrawal or dismissal from the program of my child except where specified under the program's financial polices. I also agree to pay for late fees and charges as they are incurred.

I understand that in signing this contract I accept the terms stated herein and I accept the program's educational schedule of activities and any modifications deemed beneficial by the program as well as the rules and regulations of the Angel Care Montessori Program, as stated in the program's Prospectus and/or website and such other rules and regulations as may be promulgated hereafter by the Program. Furthermore, I agree that in the event of default in the payment of any installment provided for in this contract, my child may not be allowed to continue classes and that the undersigned will be responsible for all attorney's fees and reasonable costs of collection for any outstanding amounts due under this contract. I also agree to the policy of the program that records will not be released unless the account has been paid in full. In the event that a grievance shall arise that cannot be satisfactorily resolved by the program director, then I agree to resolve my differences with mediation through the American Arbitration Society and that all such award from the AAA will be final and binding. I understand that participation in the program is a privilege and not a right. The program reserves the right to reevaluate my child's continued participation in the program.

Also, I agree that my child may participate in all program activities, including program sponsored trips or walks away from the property unless the program receives written notice to the contrary. I understand that from time to time teachers will video and photograph activities in the classroom. My signature also allows Angel Care Montessori Ltd. to use photographs of my child for all promotional and center use. I understand that I am not guaranteed my first preference of class choice. If my child is in the preprimary class, I understand that my child must be toilet trained. Invoices indicating class placement and official acceptance letters are sent the first week in March and after the program has received the registration form and fee. Only if a placement is not awarded shall the \$600.00 registration fee be refunded. This contract becomes valid only after the child has been accepted by letter and when the reservation fee of \$600.00 is received by the program.

Signature of Parent / Person Responsible for Payment if other than Parent or Legal Guardian

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Date: .....

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**Angel Care Montessori Ltd.**

150 Waterman Street, Providence, RI 02906

Telephone: 401.273-5151 Fax: 401.273-5252

# Angel Care - Preliminary Program Calendar

2011-2012

<b>September 2011</b>	Mon.	5		Labor Day- Program Closed	
	Tues.	6	9 - 11 am	Teacher Orientation-No Program	
	Weds.	7	9 - 10:30 am	Toddler Class and New Parent Orientation and Welcome [Parents only]	
	Weds.	7	10:30 - 12:00	Preprimary Class Parent Orientation [Parent's only]	
	Fri.	9	9:00- 10:30	Student Orientation/Visits Toddlers [Parent and child visits]	
	Mon.	12		Classes Begin - First Day of Program for Preprimary and MWF toddlers	
	Tues.	13	9:00 am	First day of Program for T/TH toddlers	
	Sat. morn.	17	10:00 - 11:30	Annual Sandbox Social! [rain date 9/24]	
	Tues.	27	6 pm - 8 pm	Parent's Night- All Classes	
	Thurs.	29		Rosh Hashanah- Program Closed	
	<b>October</b>	Mon.	10		Columbus Day - Program Closed
		Sat.	22	10-12:30 pm	Open House
		Tues - Weds.	25-26		Parent-Teacher Conferences- No Students
<b>November</b>	Fri.	11		Veteran's Day Observance- Program Closed	
	Tues.	22	12:25 pm	ThanksGiving Recess Begins- end morning	
	Weds.	23- 25		ThanksGiving Break-- no school	
	Thurs.	24		Thanksgiving Day	
	Mon.	29		Classes Resume	
<b>December</b>	Fri.	16	Noon	Last Day of Classes / Winter Break Begins- noon dismissal!	
<b>January 2012</b>	Weds.	4		Program Resumes	
	Mon.	16		Martin Luther King Day- Program Closed	
	Thurs.	19	6-8 pm	Parent's Night [snow date 1/26]	
<b>February</b>	Thurs.	16-20		Program closed/Presidents' Day Long Weekend Begins	
	Tues.	21		Program Resumes	
<b>March</b>	Fri.	9	Noon	Spring Break Begins- noon dismissal!	
	Tues.	27		Program Resumes	
<b>April</b>	Fri.	6		Good Friday Holiday-- No Classes	
	Sat. morn.	14	10-11:30 am	Garden Day (rain date Sat. 21)	
	Tues - Weds.	24, 25		Parent-Teacher Conferences- No Students	
	Sat.	28	10-12:30 pm	Open House	
<b>May</b>	Fri.	11	12 - 12:25 pm	Pre-Primary Tea	
	Fri.	18	11:45 - 12:25	End of Year Picnic [rain date 5/24--Thurs.]	
	Fri.	25	12:25 pm	Last Day of Program	