



HARTLEY NATURE PRESCHOOL

Waiting List Application

Child's Name _____ Preferred Nickname _____

Child's Date of Birth _____ Gender _____

Please mark: Sibling of Current or Alumni Student New Applicant

Year Preference

Please put my child on "The List" for Fall 20_____

If there is an unexpected opening at HNP mid-year, the earliest date my child could start at HNP (and be 3 years old and toilet trained) would be ____/____/____ (month/day/year).

Please Rank Your Class Preference for Waiting List *

Children must be 3 years old and toilet-trained by September 1st to enroll.

*Class offerings subject to change.

Days of the Week	Times	Ages	Preference
Mon/Wed/Fri AM	8:30-11:30	3, 4, and 5 year olds	
Mon/Wed PM	12:30-3:30	3, 4, and 5 year olds	
Tues/Thurs AM	8:30-11:30	3 year olds and young 4 year olds only!	
Tues/Thurs PM	12:30-3:30	3, 4, and 5 year olds	
Mon/Wed Full Day	8:30-4:30	3, 4, and 5 year olds	
Tues/Thurs Full Day	8:30-4:30	3, 4, and 5 year olds	

Please tell us about your family

Parents/Guardians _____

Home Address/City/State/Zip _____

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 _____

Application continues on the next page.

If you believe your child has a health condition (i.e. allergy, medication, chronic illness, special dietary needs) or special need that HNP staff should be aware of, please indicate below. Please provide an IEP/ICCP if possible. *This information helps HNP prepare to teach and care for your child.*

How did you hear about Hartley Nature Preschool? Check all that apply:

Hartley Nature Center Newsletter Hartley Nature Center Website Teacher/educator

Friend/Word of mouth Online or other. Please specify: _____

I/we understand that submitting this waiting list application does not guarantee my child a spot at Hartley Nature Preschool and that I/we must still apply during the open enrollment period for the appropriate fall by submitting an application for enrollment and an application fee.

Please Sign _____ Date _____

Enclosed is my \$25 non-refundable administrative fee paid by: ___ Check ___ Cash ___ Credit Card

Name on Credit Card _____ Security Code (3 numbers) _____

Credit Card Number _____ Expiration Date _____

Please make checks payable to Hartley Nature Center.

Waiting List Procedures

Please submit this completed Waiting List Application Form and the **non-refundable** \$25 administrative fee by mail, email or in person to be placed on the waiting list for 2017-18 or a future fall. Payment can be made by check, cash, or credit card.

Please note that you must still submit an Application for Enrollment (generally available in January before the fall you are interested in) to actually enroll in any given fall. A spot on the waiting list does not guarantee that your child a spot at HNP. Being on the waiting list does provide priority enrollment above the general public for the fall you have indicated and gives you the possibility of a mid-year start date in the event of an opening. Please let us know about any changes in contact information as HNP will use the contact information on this application to mail out applications for the upcoming fall and let you know about mid-year openings.

Please contact Preschool Director Kaitlin Erpestad at psdirector@hartleynature.org or 218-724-6735 with any questions or concerns.

For office use only:

Date Received _____ Initials _____

Transaction Number _____

\$25 Administrative Fee Paid by: ___ Check ___ Cash ___ Credit Card

