



# Hartley Nature Preschool

## 2018-19 Application for Enrollment

### Application Calendar

- ◆ **Returning family enrollment: January 1-January 19, 2018**
- ◆ **Waiting list and public enrollment: January 19-February 9, 2018**
- ◆ **February 23, 2018**

Class placement notification

- ◆ **March 8, 2018**

*Non-refundable* deposit due to reserve your child's spot (applied to May 2019 tuition payment)

### Application Procedure

To enroll your child at Hartley Nature Preschool, please complete this Enrollment Application form and submit it with the **\$25 non-refundable** application fee during the appropriate enrollment time. A new application for enrollment must be made each school year. Priority for enrollment is as follows 1) currently enrolled and returning children, 2) siblings of currently enrolled/alumni children who are on the waiting list, 3) children on the waiting list, 4) siblings of currently enrolled/alumni children not on the waiting list, 5) general public. We will try to grant each family's first choice for class days and times and requests for teachers and classmates whenever possible and as is best for the make-up of preschool classes (i.e. age balance). Notification of class placement will be given by or before February 23, 2018 via mail. A **non-refundable** deposit equal to one month's tuition will be due by March 8, 2018 to hold the placement and will be applied to the May 2019 tuition payment.

Child's Name \_\_\_\_\_ Preferred Nickname \_\_\_\_\_

Child's Age on September 1, 2018 \_\_\_\_\_ 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 \_\_\_\_\_

Requests for teachers and/or classmates \_\_\_\_\_

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

**Class Preference for 2018-19 school year**

Please rank your order of preference.  
Children must be 3 years old and toilet-trained  
by September 1, 2018 to enroll.

Rank	Times/Days	Hours	Tuition per month/year
_____	Mornings, M/W/F	8:30-11:30	\$280/ \$2,520
_____	Mornings, T/TH (3 and young 4 year olds* only!)	8:30-11:30	\$187/ \$1,683
_____	Afternoons, M/W	12:30-3:30	\$187/ \$1,683
_____	Afternoons, T/TH	12:30-3:30	\$187/ \$1,683
__full__	Full Days**, M/W	8:30-4:30	\$326/ \$2,934
__full__	Full Days**, T/TH	8:30-4:30	\$326/ \$2,934
	Friday Morning Class (see the box to the right)	8:30-1:00	\$91 / \$819

\* Young 4 = a child who turned 4 in June, July, or August

**Friday Morning Class Option**

HNP offers a Friday morning class from 8:30-1:00 for those looking for more time at Hartley. Children will bring a morning snack and lunch and will be picked up by 1:00 pm (before rest time). Friday mornings will be a chance for a good dose of outdoor play and learning opportunities beyond what is covered in the child's regular half or full day class. Sign up for the Friday class option is a school year commitment and enrollment is limited to 16 children. Priority for the Friday morning class is given to children enrolled in either full day class.

Indicate interest in enrolling in for Friday Morning Class by checking the space below:

\_\_\_\_\_ **Friday Morning Class**  
Time: 8:30-1:00  
Cost: \$91/month (\$819/year)

\*\* Full Day Enrollment: Please note that we will not be offering enrollment for the full day classes at this time as all open full day spots for fall 2018 will be filled with children from the waiting list. You will be contacted if there is a full day opening for your child. Enrollment is open for all half day classes.

Please indicate any special health care or educational needs, such as asthma or an allergy. Please provide any special care plans such as an IEP or ICCP if possible.

I/we understand that this application for enrollment does not guarantee my child a spot at Hartley Nature Preschool. I/we understand that the Application Fee is not a deposit and that I/we will have to pay a deposit equal to one month of preschool tuition in order to secure my child's spot at HNP if there is an opening for my child.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Enclosed is my \$25 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 \_\_\_\_\_  Application Fee

Transaction Number \_\_\_\_\_  Placement offered on \_\_\_\_\_

May deposit received on \_\_\_\_\_ 12.17