



Hartley Nature Preschool

2019-20 Application for Enrollment/Waiting List Application

Application Calendar

◆ **January 31, 2019**

Applications for fall 2019 due

◆ **February 22, 2019**

Class placement notification

◆ **March 1, 2019**

Non-refundable deposit due to reserve your child's spot (applied to May 2020 tuition payment)

◆ **After January 31, 2019**

Applications received after the application period will be considered in the order received. We accept applications throughout the year and place students in available openings. We maintain a waiting list should openings become available after the 2019-20 classes are full.

Application Procedure

To apply for enrollment in Hartley Nature Preschool, please complete this Enrollment Application form and submit it with the **\$25 non-refundable** application fee. 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, gender balance). Notification of class placement will be given by or before February 22, 2019 via mail. A **non-refundable** deposit equal to one month's tuition is due within 10 days of being offered a spot at HNP and will be applied to the May 2020 tuition payment.

Child's Name _____ Preferred Nickname _____

Child's Age on September 1, 2019 _____ Child's Date of Birth _____ Gender _____

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 scholarship information.

Class Preference for 2019-20 school year

Please rank your order of preference.
Children must be 3 years old and toilet-trained
by September 1, 2019 to enroll.

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: \$94/month (\$846/year)

Rank	Times/Days	Hours	Tuition per month/year
_____	Mornings, M/W/F	8:30-11:30	\$288/ \$2,592
_____	Mornings, T/TH (3 and young 4 year olds* only!)	8:30-11:30	\$193/ \$1,737
_____	Afternoons, M/W	12:30-3:30	\$193/ \$1,737
_____	Afternoons, T/TH	12:30-3:30	\$193/ \$1,737
_____	Full Days**, M/W	8:30-4:30	\$336/ \$3,024
_____	Full Days**, T/TH	8:30-4:30	\$336/ \$3,024
_____	Friday Morning Class (see the box to the right)	8:30-1:00	\$94 / \$846

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

Please indicate any special educational or health care 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

Placement offered on _____

Transaction Number _____

May deposit received on _____