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Application Procedure

APPLICATIONS FOR THE COMING SCHOOL YEAR (2020-2021) will be available in December for returning families and January for new families. New families are strongly encouraged to tour the school with their child before submitting an application; tours will be available all year by appointment.

Parents who file a Short Form Application and pay the non-refundable application fee (\$75 for returning families, \$100 for new families) will have a spot held. Once the application is processed, parents will receive a packet containing the Long Form Application and the Enrollment Agreement, which must be returned with the tuition deposit by April 1, 2020 or within 30 days, whichever is later. *Please note: we fill spaces in the order in which we receive applications. Some classes fill quickly, so the sooner we receive your application and enrollment agreement, the better chance you have of getting your preferred options.*

In May, we will mail the remaining forms needed to complete your child's file for the coming year. We encourage you to fill them in and return them to school at your earliest convenience.

If your child will be age-eligible for kindergarten in September (turns 5 before September 1, 2021), but you are considering another year at MWS, we advise you to submit an application *now* to reserve a space for your child and keep your options open (you can make a final decision after the April conference with the teacher). If you decide by May 1 to send your child to kindergarten, we will refund the application fee and tuition deposit.

APPLICATIONS FOR THE CURRENT SCHOOL YEAR will be accepted on a rolling basis after September, provided we have space in a class appropriate for your child. We strongly encourage prospective families to tour the school with their children before submitting an application. To complete the enrollment process, you must submit all the required forms and fees as outlined above. When we receive all of the forms, we will give you a start date for your child, at least one teaching day after you return all the forms to the office, in order to allow time for paperwork to be processed.

HOW TO BEGIN THE APPLICATION PROCESS: Start by filling out the Short Form Application. The options we offer are listed on the application and organized by age group. Find your child's age group and indicate how many and which days you prefer. If your first choice is not available, we will notify you of available options to see if there is a way to accommodate your schedule.

CLASS AND TEACHER ASSIGNMENTS: Please note that it is not necessary to select a teacher for your child. While we do try to honor parent requests, final class placement will be decided by the Director who considers children's ages, developmental levels, and the balance of the class as a whole. Class placements and teacher assignments are finalized later in the summer and will be mailed to you prior to the beginning of school.

School begins after Labor Day and runs through June 11, 2021.

When you sign the Enrollment Agreement, you are making a commitment to pay tuition for the entire school year (September through June), even if you move and withdraw your child before school ends in June. We will prorate for children who enter MWS after September. We require 30 days' notice of withdrawal and require payment for 30 days beyond withdrawal date.

2020-2021 TUITION RATES AND FEES

MORNING PROGRAMS 9:00 AM to Noon (preschool) or 9:00 AM to 1:00 PM (Pre-K)

Application Fee: \$75 per child for returning families / \$100.00 per child for new families
Capital Fund Fee (CFF)*: \$100.00/family/year

*In lieu of designated adult fundraising events, we have incorporated a Capital Fund Fee (CFF) of \$100/family/year into our rates to cover unavoidable capital equipment repairs & replacement formerly covered by fundraising.

Tuition + CFF rates: School Year Tuition + CFF Monthly payment

PRESCHOOL (child will NOT turn 5 before Sept. 1, 2021)

3 days/wk (9am-12pm)	\$5,180.00 + \$100 Capital Fund Fee	\$ 518.00/month
4 days/wk (9am-12pm)	\$6,710.00 + \$100 Capital Fund Fee	\$ 671.00/month
5 days/wk (9am-12pm)	\$8,070.00 + \$100 Capital Fund Fee	\$ 807.00/month

PRE-K (child will turn 5 before Sept. 1, 2021)

4 days/wk (9am-1pm)	\$8,160.00 + \$100 Capital Fund Fee	\$ 816.00/month
5 days/wk (9am-1pm)	\$9,910.00 + \$100 Capital Fund Fee	\$ 991.00/month

CFF-paid 4/1, Tuition divided into 10-payments due: 4/1, 7/1, 8/1, 9/1, 10/1, 11/1, 12/1, 1/1, 2/1 & 3/1
Ten equal monthly tuition payments as listed above; optional programs billed monthly beginning in September

Multiple child discount: 10% off total tuition 2 children in the school at the same time
15% off total tuition 3 children in the school at the same time

St. John's Korean UMC discount: 10% off total tuition

Active Military discount: 10% off total tuition

**Please note: Only ONE tuition discount may be applied.*

Scholarships: Partial tuition scholarships are available. Please inquire in the office.

EXTRA OPTIONS (before and after school childcare)

<u>Early Drop Off</u> open to all children 8:00 - 9:00 AM	\$15.00/per morning (discount for permanent sign-up)
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<u>Daily Lunch Program</u> open to all Preschool children Noon - 1:00 PM	\$12.00/per lunch (discount for permanent sign-up)
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<u>Extended Day</u> open to all children 1:00-3:00 PM	\$24.00/per afternoon (discount for permanent sign-up)
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<u>Afternoon Enrichment Series</u> Pre-K only 1:00-3:00 PM one day per week	\$35.00/per afternoon (Series run 3 - 4 weeks)
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TEACHER ASSISTANT TUITION CREDIT: (interested parents must attend a 7-session TA Training program the spring before becoming a Teacher Assistant)

1st year	\$1,250.00
2nd year	\$1,350.00