



## Application for Admission Toddler Program for Two-Year-Olds

Today's Date: \_\_\_\_\_

Applying for: Year \_\_\_\_\_ (child should be no younger than 2 by Oct. 1 of starting year)

I would be willing to accept enrollment later in the year  Yes  No

Indicate your preference for sessions:  Tue/Thu *or*  Wed/Fri *or*  No Preference

Child's Name \_\_\_\_\_  
First Middle Last

Male

Female

Birth Date \_\_\_\_\_

Place of Birth \_\_\_\_\_

Previous School Experience: \_\_\_\_\_  
Location Date

How did you hear of CVMS? Please check one:  Current CVMS parent  Relative  Newspaper Ad  Website  
 Other: \_\_\_\_\_

### Mother or Guardian

### Father or Guardian

Name \_\_\_\_\_

Name \_\_\_\_\_

Address (number & street) \_\_\_\_\_

Address (*if different*) \_\_\_\_\_

(City, state & zip code) \_\_\_\_\_

(City, state & zip code) \_\_\_\_\_

Occupation/Employer \_\_\_\_\_

Occupation/Employer \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

*Please see reverse*

#### FOR OFFICE USE ONLY

App/Fee Rec \_\_\_\_\_  
Check # \_\_\_\_\_  
Add to List \_\_\_\_\_  
Offered \_\_\_\_\_

Offer mailed \_\_\_\_\_  
Return deadline \_\_\_\_\_  
Accepted/Dec. \_\_\_\_\_

Add to Master Lists \_\_\_\_\_  
Create Customer \_\_\_\_\_  
Bill Tuition/Fees \_\_\_\_\_

Rec. Deposit \_\_\_\_\_  
Class Placement \_\_\_\_\_

## Brothers & Sisters

---

Names and Ages

---

---

---

## Grandparents

---

Names and Addresses

---

---

---

*Optional - used for newsletter mailing and/or fund development only.*

---

---

### APPLICATION PROCEDURE:

1. Parents are welcome to meet with the Head of School to tour facilities and observe a Toddler Session.
2. Parents submit an *Application for Admission* accompanied by a non-refundable application fee of \$25.00. Checks should be made out to the *Chemung Valley Montessori School*.
3. Head of School determines the availability of enrollment:
  - a. If an opening is available, the Head of School schedules a meeting with the prospective toddler, parents and the Toddler Program Director to determine the appropriateness of placement.
  - b. If no opening is available, the student is placed on the standby list.
4. If enrollment is offered, parents submit a non-refundable deposit of \$100.00 which will be applied towards tuition payments. Checks should be made out to the *Chemung Valley Montessori School*. Parents will then be notified of additional admission, tuition and fee requirements.

Signature(s) of Parent(s) or Guardian(s):

Mother/Guardian \_\_\_\_\_ Father/Guardian \_\_\_\_\_

---

---

### ADMISISONS POLICY

*The Chemung Valley Montessori School admits students of any race, color, nationality and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. CVMS does not discriminate on the basis of race, color, national and ethnic origin in administration of educational policies, admissions policies, and scholarship programs.*

*When no openings are available, children will be placed on a standby list. In the event of an opening, children on the standby list will be considered for enrollment, based upon their age and gender, in accordance with the Montessori principles of education. Transfer students from other Montessori schools, siblings of currently enrolled students, and children of staff members may be granted priority for enrollment.*

*You may contact the Head of School at any time to determine your child's admission status.*

*Session preferences will be acknowledged on a first-come, first-served basis.*

*If you desire for your child to attend the CVMS Preprimary program, please prepare and submit a separate Application for Admission.*