



MI CASITA
MONTESSORI SCHOOL
 754 Caddo St.
 Corpus Christi, TX 78412
 (361) 991-1492 or 510-1065

OFFICE USE ONLY:

Date Application Received _____
 Application Fee Paid, Check # _____
 School visit _____
 Date Enrolled _____
 Grad cycle _____

APPLICATION FOR ENROLLMENT

Application Date _____ Child's Age in Sept. 20____, ____yrs. ____mos.

Child's Full Name _____ Nickname _____

Date of Birth ____/____/____ Male/Female

Mailing Address: Street _____

City _____ State _____ Zip _____

Home/Cell Phone _____

Mother's Name _____

Father's Name _____

Occupation _____

Occupation _____

Business Phone _____

Business Phone _____

Business Address _____

Business Address _____

E-mail _____

E-mail _____

Siblings: Please list their Names and Date of Birth

1. _____

3. _____

2. _____

4. _____

To benefit fully from the Montessori experience, a child should begin by age 3 and attend to his/her 6th year. Through what level do you plan to send your child to MCMS? _____

| <u>Programs</u> | <u>Times</u> | <u>Ages</u> | <u>Please Indicate Session</u> |
|----------------------------|-------------------------|-----------------------|--------------------------------|
| Toddler Programs | | (18 months - 3 years) | |
| Toddler 1 | 8:30 a.m. to 3:00 p.m. | | _____ |
| Buenos Días | 7:45 a.m. to 8:30 a.m. | | _____ |
| Children's House | | (3 - 6 years) | |
| Half Day Spanish Immersion | 8:30 a.m. to 11:45 a.m. | | _____ |
| Siesta/Extended Day | 8:30 a.m. to 3:00 p.m. | | _____ |
| Buenos Días | 7:45 a.m. to 8:30 a.m. | | _____ |

Upon receipt of this application, the attached questionnaire, and a *non-refundable* **\$30 APPLICATION FEE**, your child's name will be formally placed on a waiting list. An interview with your child will be scheduled when there is an opening in the class. Openings are determined by ages and gender needed to maintain an appropriate balance in our classes and availability of space of requested program schedule.

Parent's Signature _____

Date _____

ADMISSION POLICY – MI CASITA MONTESSORI SCHOOL

Admissions Process

The admissions process is two-fold. It gives the parents an opportunity to learn about the school, its philosophy and policies, and the staff. It also gives the MCMS staff the opportunity to assess each child's situation and to determine whether we will meet the child's needs and the expectations of the family. Our goal is to enroll families who share in our values and who will benefit from and contribute to what our school has to offer.

1. If you are interested in enrolling your child at Mi Casita Montessori School, schedule a visit to the school by calling the office at (361) 991-1492 and making an appointment. Observations are scheduled Monday through Thursday between 9:00 and 10:15. A parent's visit to the school will include a tour of the facility, observation of the classroom in progress to provide an opportunity to evaluate our program, and spending time with the administrator to discuss your needs and any questions.
2. Return the completed application and \$30 application fee to place your child's name in the waiting pool.
3. Once a space becomes available, we will contact you to schedule an interview for possible placement for your child. During the interview, your child will have the opportunity to meet with the teacher and spend time in the classroom.
4. The MCMS staff will review the application and the assessment of your child made by the teacher during the interview to make a decision regarding acceptance.
5. When your child is accepted, MCMS will provide parents with an Enrollment Agreement and the necessary paperwork to enroll. A tuition deposit is due within 2 weeks of being notified of acceptance in the school. The deposit confirms your child's place and is *non-refundable*.

After your visit, you will find the purpose of the admissions process is to optimize the match between our school and your child.

Admissions Policy

The policy of this school is to welcome diversity in both the student body and staff. We enroll students and hire staff without regard to race, color, religion, sex or national origin. However, to maintain a well-balanced Montessori classroom the following acceptance criteria will be considered:

Criteria of Acceptance of New Students:

- a. The student's readiness and willingness to learn.
- b. The parent's understanding and acceptance of our basic goals and expectations.
- c. The student being the proper age for a particular group (3 years old is the optimum age to start Montessori)
- d. The student being the sex needed for class balance.
- e. The student being fully toilet trained for the Children's House group.

There are a limited number of openings for children over 4 years old who have not been in another Montessori program.

Early spring each year, current students are given an opportunity to re-register for the next school year. All remaining spaces are filled from the applications on file.

Admissions to the school follows the following priority basis:

1. Re-enrollment of current students.
2. Siblings of current students.
3. Transfers from other Montessori schools.
4. New students.

If there are factors which would result in a child not being accepted, these will be communicated to the parent. Our staff is not trained to deal with severe learning or emotional disorders. We can provide individualized instruction to meet the developmental needs of most children. All new enrollments are provisional, subject to the student's reactions to the program within the first six weeks.

When your child becomes a part of our program, we expect your full support and hope you and your child will enjoy becoming a part of our community. We look forward to serving you and your child.