MONTESSORI
RENAISSANCE ACADEMY

2023-2024 Enrollment for New Students

Our goal at MRA has is to provide a quality education that will foster growth and independence throughout our students' lives starting at 16 months old through 10th grade. We are so excited to meet your child and begin their educational journey here at MRA. We can't wait to see how they flourish!

This enrollment packet contains all of the paperwork that Montessori Renaissance Academy (MRA) requires to have filled out to completion in order to secure a place of enrollment for your child. MRA cannot guarantee your child's place of enrollment if the following forms and fees are not submitted to the administration of MRA.

Signatures are **required** on Page 2 and Page 4.

Enrollment for New Students Checklist

Student Name: _____

When you return the following forms to the office, please bring this cover page with you so that you and an administrator can sign off that MRA has received each form and that each form is filled out to completion. This will help you and us to keep track of what you have completed and what we still need to complete your enrollment process.

Please return the following to begin your child's application for enrollment

Process to apply for enrollment:

____ Application of Enrollment _____ Parent/Guardian Initials _____ Administration Initials _____ Date Returned to MRA

____ Tuition & Schedule Form _____ Parent/Guardian Initials _____ Administration Initials _____ Date Returned to MRA

____ Application Fee ($100/app) _____ Parent/Guardian Initials _____ Administration Initials _____ Date Returned to MRA

After confirmed acceptance from MRA administration:

____ Registration Fee ($250/student) _____ Parent/Guardian Initials _____ Administration Initials _____ Date Returned to MRA

____ First Month's Payment _____ Parent/Guardian Initials _____ Administration Initials _____ Date Returned to MRA

Encouraging Growth Through

Independence, Respect, and Responsibility

1333 5th Ave S.
Anoka, MN 55303
763-323-0741
AnokaMontessori.org

MONTESSORI RENAISSANCE ACADEMY

1333 5th Ave. S. Anoka, MN 55303, Phone: (763) 323-0741, Info@AnokaMontessori.org

2023-2024 APPLICATION FOR ENROLLMENT

Child's Name: _____

Date of Birth: _____ Age: _____ Sex: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Parent/Guardian 1: _____ Parent/Guardian 2: _____

Relationship to child: _____ Relationship to child: _____

Address: _____ Address: _____

_____ _____

Cell Phone: _____ Cell Phone: _____

Home Phone: _____ Home Phone: _____

Employer: _____ Employer: _____

Work Phone: _____ Work Phone: _____

Email: _____ Email: _____

☐ Primary payer ☐ Primary payer

Preferred start date: _____

COMPLETE THE SECTION BELOW ONLY IF THE FINANCIAL PAYER IS A DIFFERENT PERSON THAN THE PERSON(S) LISTED ABOVE

Payer: _____ Relationship to child: _____

Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

APPLICATION FEE, REGISTRATION FEE, AND FIRST MONTH'S TUITION PAYMENT

An application fee of $100 must accompany this application in order for this application to be processed by Montessori Renaissance Academy (MRA). The application fee is non-refundable. Once accepted, an enrollment deposit of $250 and the first month's tuition payment must be paid to MRA in order to hold a place of enrollment for your child at MRA for the school year. The enrollment deposit will be retained by MRA with no interest accrual. It will be refunded, or applied to any past due accounts owed to MRA in June of the final year of attendance providing the submission of written notice of withdrawal by May 1 of that year. The enrollment deposit represents a commitment to MRA and becomes non-refundable if, after acceptance, your child does not start, does not complete the school year, or written notice of withdrawal is not given under the conditions agreed hereupon with MRA. The enrollment deposit does not apply for sole registration of the summer program. First month's tuition payment is nonrefundable, and will be applied to your account as a credit towards the year's tuition.

GENERAL TERMS AND CONDITIONS

- A student is considered as enrolled until such time as written notice is received by the school to the contrary. All refunds of tuition paid, if any, shall be in accordance with the "Schedule of Refunds" as contained in the school's official handbook.
- The school reserves the right to require a student's withdrawal at its sole discretion.
- All parents and/or responsible persons are held accountable for providing payment to MRA for the agreed upon amount, determined on the completed Rates & Schedule form, in addition to the required application fee, registration fee and first month's tuition payment.
- The school reserves the right to change tuition rates and before and after school care rates with a 60-day written notice.
- All parents and/or responsible persons shall be required to attend conference sessions with the school staff as may be scheduled from time to time by the school.
- All parents and/or responsible persons are strongly encouraged to attend Parent Education sessions as may be scheduled from time to time by the school.
- All parents and/or responsible persons are held accountable for their student and their student's actions before their student is released into the care of the school and its staff and after their student is released from the care of the school and its staff.
- The school and its staff, both jointly and severally, shall be held harmless for any accidents and/or injuries that may occur during scheduled school sessions or activities and/or on school premises unless it is determined that the school or its staff were negligent.
- The school and its staff, both jointly and severally, shall be held harmless for any and all incidents and/or occurrences arising outside of scheduled school session periods and/or outside actual school premises.
- For their enrolled child, parents and/or responsible persons must maintain health insurance, which will be primarily responsible for the coverage of occurrences during school hours and on school property, unless it is determined that the school or its staff were negligent.
- The school reserves the right to place each student in the classroom that it deems most appropriate.
- The parent/guardian agrees to abide by the policies, procedures, and rules set forth by MRA in the official school Parent Handbook.

The undersigned acknowledge(s) receipt of a copy of, and understanding the contents of, this application as of the date(s) indicted below. In the event the child is selected for enrollment in the school, the undersigned agree(s) to abide by all terms and conditions contained in this document.

Signature _____ Date _____

Signature _____ Date _____

MONTESSORI RENAISSANCE ACADEMY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, ETHNICITY, SEX, CREED, RELIGION, OR NATIONAL ORIGIN.

FOR OFFICE USE: _____Acc. _____Rej. By: _____ Date: _____ ☐ Paid? Check #: _____ OR Payment Method _____ Amount: _____ Date: _____

Start Date: _____ Teacher: _____ Schedule: _____

☐ Entered in SB By: _____ Date: _____ ☐ Accounting Initial: _____ Date: _____ ☐ Parents contacted about start date By: _____ Date: _____

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1333 5th Ave. S. Anoka, MN 55303, Phone: (763) 323-0741, Fax: (763) 374-5680, Info@AnokaMontessori.org

2023-2024 RATES & SCHEDULE

Toddler Program – Ages 16 months through 32 months

The Toddler program is year-round. Payments can be made weekly or monthly. Two full weeks of vacation may be taken without charge with a two week written notice. This must be taken one full week (M-F) at a time.

$350/week

**Up to 5 days/week, minimum of 3 days/week. 10 hours/day.*

TODDLER SCHEDULE *Please indicate your days of attendance and approximate drop off & pick up times below.*

Monday: Drop Off _____ & Pick Up _____

Tuesday: Drop Off _____ & Pick Up _____

Wednesday: Drop Off _____ & Pick Up _____

Thursday: Drop Off _____ & Pick Up _____

Friday: Drop Off _____ & Pick Up _____

Children's House Program – Ages 33 months through age 5 (Pre-K)

Children's House classes are in session from September through early June. **Class is from 8:15 AM to 2:45 PM.** 9 monthly payments are due from September through May. You can get a **5% off discount** by paying the entire year in full by August 1st.

5 Days: $1,023/month ($9,200/year)

4 Days: $869/month ($7,820/year)

3 Days: $818/month ($7,360/year)

Drop In: $75/day

Montessori Care for Children's House – Before & After School Care

For our Children's House students we offer before school care and after school care through our Montessori Care program. **Montessori Care rates are in addition to the tuition rates listed above. Before school care is from 6:30 AM - 8 AM. After school care is from 3 PM - 6 PM.** Outside of scheduled days off per the school calendar, you get 1 full week "vacation" (M-F) off without being invoiced for before and after school care. A two week written notice is required. This only applies to before and after school care, not tuition.

Before School Care Only	*After School Care Only*	*Before & After School Care*
5 Days/Week: $140/month	**5 Days/Week: $200/month**	**5 Days/Week: $280/month**
4 Days/Week: $115/month	**4 Days/Week: $160/month**	**4 Days/Week: $224/month**
3 Days/Week: $85/month	**3 Days/Week: $120/month**	**3 Days/Week: $168/month**
Drop In: $20/day	Drop In: $40/day	Drop In: $60/day

CHILDREN'S HOUSE SCHEDULE *Please indicate your preferred days (if part time), put your approximate drop off & pick up times, and indicate if you will be using before or after school care below.*

Monday: Drop Off _____ & Pick Up _____ Using before school care Using after school care

Tuesday: Drop Off _____ & Pick Up _____ Using before school care Using after school care

Wednesday: Drop Off _____ & Pick Up _____ Using before school care Using after school care

Thursday: Drop Off _____ & Pick Up _____ Using before school care Using after school care

Friday: Drop Off _____ & Pick Up _____ Using before school care Using after school care

Kindergarten Program

Kindergarten is in session from September through early June. **Kindergarten is from 8:15 AM to 2:45 PM.** 9 monthly payments are due from September through May. You can get a **5% off discount** by paying the entire year in full by August 1st.

Monthly Rate: $889/month ($8,000/year)

Grade: _____

Elementary Program (Grades 1-6)

Elementary is in session from September through early June. **Elementary is from 7:40 AM to 2:10 PM.** 9 monthly payments are due from September through May. You can get a **5% off discount** by paying the entire year in full by August 1st.

Monthly Rate: $809/month ($7,280/year)

Grade: _____

Montessori Care for Kindergarten & Latchkey for Elementary –Before & After School Care

For our Kindergarten students we offer before school care and after school care through our Montessori Care program. For our Elementary students we offer before school care and after school care through our Latchkey program. **Montessori Care and Latchkey rates are in addition to the tuition rate listed above. Before school care is from 6:30 AM - 7:40 AM. After school care is from 2:10 PM - 6 PM.** Outside of scheduled days off per the school calendar, you get 1 full week "vacation" (M-F) off without being invoiced for before and after school care. A two week written notice is required. This only applies to before and after school care, not tuition.

Before School Care Only	After School Care Only	Before & After School Care
5 Days/Week: $140/month	**5 Days/Week: $200/month**	**5 Days/Week: $280/month**
4 Days/Week: $115/month	**4 Days/Week: $160/month**	**4 Days/Week: $224/month**
3 Days/Week: $85/month	**3 Days/Week: $120/month**	**3 Days/Week: $168/month**
Drop In: $20/day	Drop In: $40/day	Drop In: $60/day

KINDERGARTEN & ELEMENTARY SCHEDULE *Please put your approximate drop off & pick up times and indicate if you will be using before or after school care.*

Monday: Drop Off _____ & Pick Up _____	**Using before school care**	**Using after school care**
Tuesday: Drop Off _____ & Pick Up _____	**Using before school care**	**Using after school care**
Wednesday: Drop Off _____ & Pick Up _____	**Using before school care**	**Using after school care**
Thursday: Drop Off _____ & Pick Up _____	**Using before school care**	**Using after school care**
Friday: Drop Off _____ & Pick Up _____	**Using before school care**	**Using after school care**

Middle School & High School Program (Grades 7-10)

Middle School and High School is in session from September through early June. 9 monthly payments are due from September through May. You can get a **5% off discount** by paying the entire year in full by August 1st.

Monthly Rate: $809/month ($7,280/year)

MIDDLE SCHOOL & HIGH SCHOOL

Grade: _____

In order for Montessori Renaissance Academy (MRA) to provide the best education and care, we require a two week written notice of any changes to your child's schedule. Changes may be accommodated with adequate notice, however, availability cannot be guaranteed. Days off for illnesses, last minute absences, or vacations will not be discounted or reimbursed. Monthly invoices are sent out on the 1st of each month, and payment is due by the 10th of each month. Payment is expected in a timely manner. Any payments received after the 10th of the month will incur a late fee of $50.00 per child per month that the invoice is not paid. Your payments will always be applied to your past due amount first, then to your current invoice. By signing below, you are acknowledging and accepting the rates stated on this document.

Child's Name: _____

Signature _____ Date _____