

# Application

*At the Montessori School of Denver the admission process is an opportunity for families to become better acquainted with our school and our educational philosophy. We are delighted that you are considering MSD.*

The following is our admission procedure. If you have any questions, please do not hesitate to contact the Admission Office.

## **Application Process**

**Classroom Observation and Campus Tour.** Parents are required to tour our campus and observe our classes to learn more about the school and our educational philosophy. Please note that observation sessions are for adults only. Please call the school office to schedule a tour.

**Application Form.** We invite you to complete this application and submit it with a \$75 non-refundable application fee.

**Student Records/Recommendation.** Please submit a copy of your child's birth certificate with the application. If your child is currently attending another school or preschool, please have his or her teacher complete the Student Recommendation form. The school must also send MSD an official copy of your child's student records if you are applying for Kindergarten or Elementary. Please give the Student Recommendation and Records Release form to the Registrar at your child's current school.

**Admission Visit.** Classroom visits are required for Students and their Parent(s) applying to the Primary, Kindergarten, and Elementary programs. Parent visits are required for Toddler applicants. Call to arrange an admission visit after you have applied to the school.

## **Financial Aid**

Financial Aid is available for Primary through Elementary students whose families cannot meet the cost of tuition. All awards are made on the basis of financial need according to the guidelines of the Financial Aid for School Tuition (FAST) program, and availability of funds. A request for Financial Aid is considered separately and does not influence the admission process.

Would you like us to send you information and application materials for Financial Aid? \_\_\_Yes \_\_\_No

## **Notification**

Once an applicant's file is complete, the Admission Committee reviews the file and makes an admission determination based on the school's criteria of acceptance. Enrollment contracts are offered on a space available basis.

**Application for Admission to the Montessori School of Denver**

Applying for School Year 20\_\_\_\_\_ – 20 \_\_\_\_\_

Student's Full Name \_\_\_\_\_

Preferred Name \_\_\_\_\_ Boy \_\_\_\_\_ Girl \_\_\_\_\_

Date of Birth \_\_\_\_\_ Home Phone Number \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Record of Previous School(s) Attended**

Name of School \_\_\_\_\_ Name of School \_\_\_\_\_

City/State \_\_\_\_\_ City/State \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Grade(s)/Year(s) Attended \_\_\_\_\_ Grade(s)/Year(s) Attended \_\_\_\_\_

**Parent/Guardian 1**

**Parent/Guardian 2**

\_\_\_ Mr. \_\_\_ Mrs. \_\_\_ Ms. \_\_\_ Dr. \_\_\_ Other: \_\_\_\_\_

Full Name \_\_\_\_\_

Preferred Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Employer \_\_\_\_\_

Title or Occupation \_\_\_\_\_

Business Phone \_\_\_\_\_

Parents/Guardians are \_\_\_ Married \_\_\_ Partners \_\_\_ Separated \_\_\_ Divorced \_\_\_ Single \_\_\_ Widowed \_\_\_ Deceased  
Parent 1 is \_\_\_ Married \_\_\_ Separated \_\_\_ Divorced \_\_\_ Single \_\_\_ Widowed \_\_\_ Deceased  
Parent 2 is \_\_\_ Married \_\_\_ Separated \_\_\_ Divorced \_\_\_ Single \_\_\_ Widowed \_\_\_ Deceased

Student resides with \_\_\_ Both Parents \_\_\_ Parent 1 \_\_\_ Parent 2 \_\_\_ Guardian(s)

Other adults (i.e. Stepparents, Grandparents) with whom the child lives

Name \_\_\_\_\_ Name \_\_\_\_\_

Relationship \_\_\_\_\_ Relationship \_\_\_\_\_

*Any legal arrangements concerning the student should accompany this document and must be notarized.*

**Sibling Information**

Name \_\_\_\_\_ Boy\_\_\_ Girl\_\_\_ Age\_\_\_  
Date of Birth \_\_\_\_\_ Present School \_\_\_\_\_

Name \_\_\_\_\_ Boy\_\_\_ Girl\_\_\_ Age\_\_\_  
Date of Birth \_\_\_\_\_ Present School \_\_\_\_\_

Name \_\_\_\_\_ Boy\_\_\_ Girl\_\_\_ Age\_\_\_  
Date of Birth \_\_\_\_\_ Present School \_\_\_\_\_

**Financial Responsibility**

Financial responsibility for the Student's tuition will be assumed by [please provide name and address if not Parent/Guardian(s)]: \_\_\_\_\_

**Race/Ethnicity**

*MSD does not discriminate on the basis of race, religion, ethnic background, sexual orientation, economic means or learning/physical differences; and MSD seeks students from all racial and ethnic groups.*

Optional: Please indicate the Student's (S) and Parents/Guardians' (P or G) race and specify ethnicity; for example, Asian American/Korean.

- African American
- Asian American
- Caucasian
- Hispanic American or Latino
- Middle Eastern
- Multi-Racial: please specify races
- Native American: please specify tribe/nation
- Other \_\_\_\_\_

Ethnicity \_\_\_\_\_

Please indicate the primary language spoken by the Student (S) and Parents/Guardians (P or G).

English\_\_\_ Spanish\_\_\_ Other, please specify \_\_\_\_\_

**Select the program(s) in which you wish to enroll your child.**

Toddler (ages 2 to 3)  
 8:30am to 11:30am     8:30am to 3:00pm

Primary (ages 3 to 5)  
 8:30am to 11:30am     8:30am to 3:00pm

Kindergarten (ages 5 to 6)  
 8:30am to 3:00pm

Elementary (ages 6 to 12 or grades 1 to 6)      Entering Grade \_\_\_\_\_  
 8:30am to 3:00pm

After School (Primary through Elementary only)  
 3:00pm to 6:00pm

**Tell Us About Yourself, Child and Family**

Our primary goal in the admission process is to find the right fit between school, student, and family. On a separate sheet of paper, please answer the questions below to help us get a better sense of 1) your expectations for your child's education; 2) your child as a unique individual; and 3) the values around which you have built your family.

- 1. How did you first learn about the Montessori School of Denver?
- 2. What is it about the Montessori School of Denver and its mission statement that appeals to you? What did you see during your classroom observation/campus tour that makes you think that this would be a good educational match for your child and your family?
- 3. Tell us about your child.
- 4. If your child has attended another school, did he or she have any difficulties?
- 5. Which other schools are you applying to for your child?

Please complete this additional question only if you are applying to the Primary, Kindergarten, or Elementary program.

- 6. What are your child's major academic strengths? Challenges?

Please attach a recent photo of your child and/or family.

**Please Have Both Parents/Guardians Read and Sign**

I (we) affirm that the information provided in this application is true and correct to the best of my (our) knowledge. I (we) understand and accept that falsification or deception in any aspect of the application process may result in an immediate review and possible revocation of admission.

I (we) authorize the school to request and receive verbal and written information which would aid in understanding my (our) child for the purpose of admission and in meeting the needs of my (our) child, including teacher recommendations and student progress reports. I (we) understand and accept that all information and materials of any kind received as part of the admission process shall be completely confidential and will not be disclosed to anyone except Montessori School of Denver officials, including the student and his/her family. Further, I (we) release the Montessori School of Denver from all liability pertaining to the disclosure of this information.

I (we) confirm that I (we) have reviewed and understand the financial obligations of enrollment.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

Date Application Received \_\_\_\_\_ Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Student Records Received \_\_\_\_\_ Picture \_\_\_\_\_

Birth Certificate Received \_\_\_\_\_ Student Visit Completed \_\_\_\_\_