

**THREE RIVERS MONTESSORI ENROLLMENT APPLICATION 2019-2020 GRADES K-6**

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**OFFICE USE ONLY:**

**Date/Time Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Waitlist #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_**

**Status (draw/accepted):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enrolled (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Siblings Y / N**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Information**

**Name**

Last: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Age on 9/1/2019:\_\_\_\_\_\_\_\_\_\_\_\_ Grade Fall 2019: \_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Information**

Primary Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone/Secondary Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email for Primary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Parent or Guardian Name/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List siblings of student who are also applying. Indicate name and grade for Fall 2019:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*I hereby certify that I am the legal parent/guardian of the child listed on this application and that I have the legal authority to give permission for my child to enroll at Three Rivers Montessori.*

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

**Application Instructions**

If you would like your child to attend Three Rivers Montessori for the 2019-2020 school year, you **MUST complete an application** and submit via email to admin@threeriversmontessori.org, or mail to PO BOX 992, Elk River, MN 55330 by **March 19th, 2019** (if mailed, must be postmarked by this date). It is the responsibility of the parent/guardian to inform TRM of any changes to contact information.

Enrollment applications for the 2019-2020 school year will be accepted **Monday, March 4th, 2019 through Wednesday, March 19th, 2019.**

In accordance with MN State Statute 124E.11; If the number of students exceeds the number of openings per grade and program level, then students will be accepted using a lottery process. The lottery will be held on March 21st at 6 pm at Perkins Restaurant located at 18838 Dodge Street Northwest Elk River, MN 55330.

**Enrollment/Lottery Process:**

Children must be age five by September 1st, 2019 in order to apply for admission to the Kindergarten program at TRM.

According to MN Statute, children of staff members, siblings of enrolled students or a foster child of an enrolled student’s parents, will be given preference for enrollment before the lottery process ensues.

For the lottery, drawings will be conducted for each grade level should the number of applications exceed the number of openings.

Waitlist spaces are determined by the order in which a child’s name is drawn in the lottery. After the lottery, students are added to the waiting list on a first-come-first-serve basis. Classroom openings will then be filled in the order of the waiting list.

At TRM, the classroom or program level enrollment sizes may only be changed under special circumstances and at the discretion of the School Director and classroom teachers of that level.

If an opening should occur during the school year, the Director will first consider preferences for enrollment as outlined, in addition to the composition of the classrooms. Then, the appropriate waitlist will be used to fill the opening.

Refer to the Enrollment Policies and Procedures on our webpage for the full admission policy.

**TRM does not discriminate on the basis of race, color, sex, economic status, age or disability.** TRM shall be open to any child who is eligible under the laws of the State of Minnesota for admission to a public school. TRM shall ensure compliance with all applicable anti-discrimination laws governing public schools, including Minnesota Statute 124D.10.