



# Santa Cruz Children's School Application for Admission 2020-2021

## Student Information

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

Sex \_\_\_\_\_ Gender \_\_\_\_\_ Age on Sept. 1, 2020 \_\_\_\_ yrs. \_\_\_\_ mos. Grade (August, 2020) \_\_\_\_\_

Primary Residence \_\_\_\_\_

Previous school(s) \_\_\_\_\_

Place of birth \_\_\_\_\_

Ethnicity and Race: *Please fill out **both** sections. Categories based on federal guidelines and are required for IRS non-profit reporting only.*

**A) Is your student?** (check one)     Hispanic or Latino     Not Hispanic or Latino

**B) Please select any/all racial categories that most accurately describe your student:**

- African-American or Black
- Asian
- White
- Native American or Alaskan Native
- Native Hawaiian or Pacific Islander

## Family Information

Parent/Guardian \_\_\_\_\_

Telephone (mobile) \_\_\_\_\_ (home) \_\_\_\_\_ (work) \_\_\_\_\_

Email \_\_\_\_\_

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

Parent/Guardian \_\_\_\_\_

Telephone (mobile) \_\_\_\_\_ (home) \_\_\_\_\_ (work) \_\_\_\_\_

Email \_\_\_\_\_

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

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

Applicant primarily lives with/is in the primary custody of:

\_\_\_ Both Parents \_\_\_ One parent (which) \_\_\_\_\_ Other \_\_\_\_\_

Sibling \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

Sibling \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

Primary home language: \_\_\_\_\_ Additional languages: \_\_\_\_\_

Any home or family situation we should be aware of: \_\_\_\_\_

### Health Needs

Does your child require any special educational, emotional, or medical accommodations while at school? If so, please describe. \_\_\_\_\_

*Under California state law, all students entering Kindergarten or transferring schools MUST be up to date on all vaccinations **or** have a valid medical exemption.*

***I guarantee that my student has or will receive all required vaccinations (proof of conditional schedule also acceptable) before the first day of school or has signed proof of a valid medical exemption. Failure to provide proof of required vaccinations or legally accepted exemptions by the first day of school will make my student ineligible to attend SCCS until the requirements are met and forfeits eligibility for any tuition refund.***

Has your child participated in any of the following?

Gifted Programs  Speech Therapy  Emotional/Behavioral Counseling  ELL  Occupational Therapy  IEP/ISP resource services for:  Reading  Math  Other \_\_\_\_\_

Has the applicant ever been dismissed, suspended, withdrawn, or subject to disciplinary action from any school? If so, please explain. \_\_\_\_\_

### NOTICE OF NONDISCRIMINATORY POLICY

*Santa Cruz Children's school does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity or expression, religion, disability, national or ethnic origin in its admission policies and educational programs.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_

#### For Office Use Only

- Signed Application on \_\_\_\_\_
- \$75 application fee
- Accepted  
Y \_\_\_ N \_\_\_
- Applying for scholarship  
Y \_\_\_ N \_\_\_
- Co-Op application  
Y \_\_\_ N \_\_\_
- Financial Agreement
- Payment Plan \_\_\_\_\_
- Down payment \$ \_\_\_\_\_ Paid on \_\_\_\_\_
- New Student Fee
- ACH form
- Records Request form
- Notes:

## Parent Questionnaire

(feel free to use additional paper if necessary)

Briefly describe your student's personality and learning style.

What interests does your child have outside of school?

What are your child's social skills and challenges?

What are the most important things for us to know about your child? (feel free to add additional paper)

How did you hear about Santa Cruz Children's School and what drew you to apply?

**Please provide the name and contact info for at least one teacher/care provider reference:**

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**Please check if you are interested in more information about volunteer classroom or workshop teaching opportunities. What subjects/skills are you passionate about sharing?**

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# Santa Cruz Children's School

## Financial Agreement

### 2020-2021

#### Schedule of Fees:

Application Fee	<b>\$75</b>
<i>(one-time, non-refundable, waived for siblings of current students)</i>	
New Student Registration Fee	<b>\$250</b>
<i>(one-time, non-refundable, waived for siblings of current students)</i>	
Total Tuition	<b>\$11,250</b>
After-School Care	<b>TBD</b>

Tuition covers books, in-school supplies, morning care from 8-8:30am, and most field trips. Some events and field trips, including the annual upper-class overnight trips, are subject to an additional charge.

#### Tuition Payment Plans

A down payment of **\$1,200** is due at time of registration. This will hold your child's place in the school. This payment is *non-refundable*. The deposit is applied to the tuition balance for the 2020-2021 school year. Mid-year enrollments may be eligible for a prorated tuition reduction.

- **Annual Plan:** Tuition balance paid in full by August 1<sup>st</sup>, 2020 or for enrollment after August 1<sup>st</sup>, immediately upon enrollment. *(\$225 discount for full \$11,250 payment made by August 1<sup>st</sup> deadline. Reduced tuition not eligible for discount.)*
- **Biannual Plan:** Tuition balance withdrawn in two installments, August 1<sup>st</sup>, 2020 (or first day of enrollment) and January 2<sup>nd</sup>, 2021.
- **Monthly Plan:** Ten equal payments of remaining tuition balance are processed on the 1<sup>st</sup> day of the month, **August through May**, or if enrolled after August 1<sup>st</sup>, the first day of enrollment and then each 1<sup>st</sup> of the 9 months subsequent to that date until paid in full.

Biannual, monthly payments, and after care fees are withdrawn via **Automatic Clearing House (ACH)**. A signed ACH agreement is due with the deposit. *Please note, a returned check/NSF fee of \$20 may be automatically withdrawn to cover bank fees following failed transactions.*

#### Scholarships

There are three main payment plan options outlined in the application to help make paying the tuition more manageable for families. As a very small, non-profit school we rely on most families paying the full tuition to pay teacher salaries and operating costs. However, if SCCS is the perfect fit for your student we do not want the tuition to put a hardship on your family. It varies each year depending on enrollment, hiring needs, volunteer commitments, and anticipated expenses but we are able to offer a limited number of scholarships for families in need each year. Current students and siblings of current students are given priority. **Please contact us to request an application and submit with this packet.**

#### Co-op Teaching/Parent Involvement

The tuition at Santa Cruz Children's School is one of the most affordable in the county in large part because of our amazing community of parent volunteers. The parents of Santa Cruz Children's School students place a high value on education and many are educators themselves. As an SCCS parent you have the opportunity

to design and implement unique and creative curriculum bringing your passions and expertise to the students. If you are interested in a volunteer co-op position, please let us know as soon as possible. We have limited positions available and cannot guarantee a space to all who express interest. **Live Scan fingerprint background checks are required and will be provided.** There are also many other opportunities to volunteer and stay involved without the time commitment of a co-op position.

### **Tuition Refund Policy**

Tuition and other charges are paid and made to ensure a place in the school for the student and not for a period of attendance. Regardless of payment plan arrangements, **registration is a contract agreement to pay the tuition for the entire school year.**

We understand there are unavoidable circumstances that may require early withdrawal. Eligible circumstances for a tuition may include job loss or other significant income loss, moving outside of the county during the school year, medical conditions that prohibit school attendance, and dismissal from school. **June 30<sup>th</sup>** is the deadline to withdraw registration and receive a refund of any prepaid tuition (*excluding the nonrefundable down payment and fees*)/ to stop the first tuition payment, automatically withdrawn on August 1<sup>st</sup>. Beginning on **July 1<sup>st</sup>**, we require a written notification and explanation of withdrawal a minimum of **one month** in advance to be eligible for any tuition refund. In circumstances where a refund is offered by the school, **tuition is payable through the month following the month of notification.** (Example: Notification submitted August 31<sup>st</sup>, last tuition payment due September 1<sup>st</sup>. Notification on September 1<sup>st</sup>, last tuition payment due on October 1<sup>st</sup>.) Prepaid tuition *may*, under certain exceptional circumstances, be partially refunded (minus the discount if paid in full). There is no refund for any withdrawal after April 1<sup>st</sup>, 2021. **There is also no refund for periods of absence during the school year.** In the case of the student's withdrawal or dismissal, regardless of the timing or reason, the parent is responsible for all tuition payments that are due prior to the date of withdrawal.

Santa Cruz Children's School reserves the right to dismiss a student at any time following a conference with the parents and upon notification by the school's directors. The refund policy applies in instances of dismissal.

Refund eligibility is forfeited in the instance of false or misleading application information, including but not limited to immunization status. Delinquent tuition payments may result in suspension or expulsion of student(s) and nonpayment may necessitate a 3<sup>rd</sup> party to guarantee payment.

**PLEASE NOTE:** Extended periods of quarantine, shelter-in-place orders, school shutdowns, or any other **circumstances due to the COVID-19 pandemic that necessitates a shift to online or remote learning options only is NOT grounds for a tuition refund** and all payments are due until the tuition balance is paid in full, regardless of participation in the remote learning options.

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**After School Care**

After-school care, will be phased in to on-campus learning and details such as time, pricing, and enrollment options will be announced at a later date.

Student name: \_\_\_\_\_

Name of the individual(s) responsible for tuition and fees: \_\_\_\_\_

***I have read and understood this application and the included policies in full and agree to its conditions. I certify that all information provided is true and accurate.***

Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_

Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Name (print) \_\_\_\_\_

Please complete and enclose an application fee of \$75  
(non-refundable, *waived for siblings of current students*) payable to:  
***Santa Cruz Children's School***

***The submission of this form does not constitute acceptance at Santa Cruz Children's School, nor does an offer of acceptance obligate you to enroll your child.***