



ADMISSION APPLICATION AGREEMENT

Child Information

Legal First Name: _____ M.I. __ Last Name: _____

Name child prefers to be called: _____ Date of Birth: _____

Child's Address: _____

Gender: Male Female

List any existing medical conditions, medication and/or special attention your child may require?

List all Allergies: _____

Parent/Guardian Information

Desired Start Date: _____

Mother/Guardian First Name: _____ M.I. __ Last Name: _____

Address: _____

Occupation: _____ Home Phone: () _____

Employed By: _____ Cell Phone: () _____

Work Address: _____ Office Phone: () _____

Email: _____

Marital Status: Married Single Divorced Separated Widowed Other _____

Languages Spoken at Home: _____

Father/Guardian First Name: _____ M.I. __ Last Name: _____

Address: _____

Occupation: _____ Home Phone: () _____

Employed By: _____ Cell Phone: () _____

Work Address: _____ Office Phone: () _____

Email: _____

Marital Status: Married Single Divorced Separated Widowed Other _____

Languages Spoken at Home: _____



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Program Level/Monthly Tuition:

Full Time Program-5 Days	Hours	Tuition
<input type="checkbox"/> Toddler: 18 months - 3 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,795
<input type="checkbox"/> Chinese Immersion-Toddler	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,995
<input type="checkbox"/> Junior Preschool: 2 – 3 years (In process of toilet learning)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,795
<input type="checkbox"/> Chinese Immersion-Junior Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,995
<input type="checkbox"/> Preschool 3-4 years (Must be toilet trained)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,695
<input type="checkbox"/> Chinese Immersion-Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,895
<input type="checkbox"/> Prekindergarten: 4– 5.9 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,695
<input type="checkbox"/> Chinese Immersion-Prekindergarten	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,895
Part Time Program-3 Days (M/W/F)	Hours	Tuition
<input type="checkbox"/> Toddler: 18 months - 3 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,275
<input type="checkbox"/> Chinese Immersion-Toddler	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,395
<input type="checkbox"/> Junior Preschool: 2 – 3 years (In process of toilet learning)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,275
<input type="checkbox"/> Chinese Immersion-Junior Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,395
<input type="checkbox"/> Preschool 3-4 years (Must be toilet trained)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,225
<input type="checkbox"/> Chinese Immersion-Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,345
<input type="checkbox"/> Prekindergarten: 4– 5.9 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,225
<input type="checkbox"/> Chinese Immersion-Prekindergarten	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,345
Part Time Program-2 Days (T/TH)	Hours	Tuition
<input type="checkbox"/> Toddler: 18 months - 3 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$950
<input type="checkbox"/> Chinese Immersion-Toddler	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,030
<input type="checkbox"/> Junior Preschool: 2 – 3 years (In process of toilet learning)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$950
<input type="checkbox"/> Chinese Immersion-Junior Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$1,030
<input type="checkbox"/> Preschool 3-4 years (Must be toilet trained)	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$900
<input type="checkbox"/> Chinese Immersion-Preschool	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$980
<input type="checkbox"/> Prekindergarten: 4– 5.9 years	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$900
<input type="checkbox"/> Chinese Immersion-Prekindergarten	8:30 a.m. – 4:30 p.m.	<input type="checkbox"/> \$980



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Program Add-Ons:

(Check all the apply)

Part-Time Chinese Immersion Afternoon Class Fee: \$150 per month

Extended Care Monthly Fee:

Morning Care: 7:00-8:30 a.m.- \$150

Afternoon Care: 4:30-6:00 p.m.- \$150

Both Morning & Afternoon Care- \$250

Fees:

Application Fee: \$100

Waitlist Fee (If applicable): \$150

(Due with application)

Materials Fee: \$100

Discounts:

Sibling Discount: 10% off oldest sibling

Payment for full year Discount: \$750 off

Tuition / Payment Information:

Monthly Tuition Amount: \$ _____ [] Monthly [] Other _____

Monthly Program Add-Ons: \$ _____

Total Tuition per Monthly Payment (monthly tuition + monthly program add-ons) \$ _____

Additional Comments & Information:

Is there is any other information that that would be helpful to our administration and teaching staff?

Parent Agreement and Acknowledgement of Policies:

I certify that all information given in the application forms is accurate and complete. I understand that failure to disclose information about the child in any form may affect the school's admission decision. The school reserves the right to reverse an enrollment decision, even after acceptance and enrollment, if information has been withheld from the school. In addition, I have acknowledged, that I have read and understand, and agree to abide by all terms, conditions, and policies of this Admission Application Agreement and the Parent Handbook, where policies are further detailed.

Signature:

Parent/Guardian Name: _____ Date: _____

Parent's Signature: _____



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Enrollment Requirements and Policies:

Non-Discrimination Policy: Marco Polo Children's School (Marco Polo) does not discriminate on the basis of race, sex, national origin, disability, religion, or any other legally protected status. We make our best effort to accommodate the needs of every child who wishes to attend Marco Polo. To properly meet your child's needs, Marco Polo requires written documentation if your child has any disability (for instance: an allergy, a diagnosed or suspected psychological or developmental difference, learning difficulties, etc.). Disclosure of this information is a required condition of your child's enrollment in our program. If your child does have a disability or suspected disability, we will conduct a full, individualized assessment of your child to determine whether (a) Marco Polo possesses the necessary expertise and resources to provide for the best interests of your child, (b) the child may pose a health or safety threat to him/herself or others in our environment, or (c) admitting the child requires a fundamental alteration of our program.

Initial

Photo, Video, Work Sample Release:

Marco Polo may use pictures of your child and/or samples of his/her classroom work for marketing and operational uses, including, but not limited to, online and offline newsletters, classroom displays and materials, advertising, brochures, websites, social media, yearbook, and newspaper or magazine articles. By enrolling your child at Marco Polo, you give consent for your child to be photographed and/or filmed and waive any right to approve the finished product or accompanying copy.

Initial

Tuition Details and Withdrawal Policies:

What is Included with Tuition:

Our tuition covers many items other schools charge for separately—such as a school t-shirt, daily snacks, on-site “field trips,” and earthquake kits. Marco Polo engages staff, purchases supplies and equipment, and plans its operational budget on the assumption children are enrolled for a complete program, so there is no reduction in fees for absences, vacations, or shorter academic months.

Initial

Application Fee:

There is a non-refundable application fee of \$100. Fee is due at the time of the application.

Initial

Annual Materials Fee:

There is a non-refundable materials fee of \$100. Fee is due at the time of the application. Annually your account will automatically be charged the materials fee.

Initial

Withdrawal:

When you withdraw your child a 30 day notice is required. If proper notice is not given your account will be charged the appropriate amount.

Initial

Payment Options:

Tuition is paid monthly, in 12 payments or full year payment (A discount of \$750 for full year payment is given). Tuition may be paid automatically on the 1st of each month using our ACH (automatic payment) system. If the payment is received after the 1st, a \$35 late fee will apply. A fee of \$35 will be charged on all checks returned by the bank. See the Parent Handbook for payment policy details.

Initial

Reasons for Termination:

Marco Polo reserves the right, in its sole discretion, to discontinue the enrollment of any child, for any reason and at any time, including cases where parents fail to abide by the policies and procedures outlined in the Parent Handbook and on this Application for Admission, or who behave inappropriately or disrespectfully to any member of our staff. See the Parent Handbook for termination policy.

Initial

Tuition and Program Fee Changes:

Tuition and program fees typically increases every year, to allow us to invest in program quality and give pay raises to our teachers. Enrolled families will receive written notice of tuition increases at least ninety days prior to such increases taking effect. Families receive current pricing when touring and adding their child to the waitlist. Enrollment offers will be made at the tuition rate then in effect.

Initial