



Intercultural

Montessori Language School

TUITION SCHEDULE - OAK PARK CAMPUS 2016-2017

			FULL PAYMENT PLAN	8 PAYMENT PLAN**									
Program Plan	Academic Year Tuition	Tuition Deposit: 20% Required**	Aug 1 st (if paid on or before Aug.1 st , subtract 1% of total tuition)	Aug 1st	Sep 1st	Oct 1st	Nov 1st	Dec 1st	Jan 1st	Feb 1st**	Mar 1st**	Apr 1st	May 1st
Half Day Primary M-F 7:00am - 12:30pm (Class begins at 8:15am)	\$9,600	\$1,920	\$7,680	\$960	\$960	\$960	\$960	\$960	\$960	\$0	\$0	\$960	\$960
Full Day Primary M-F 7:00am - 3:00pm (Class begins at 8:15am)	\$11,950	\$2,390	\$9,560	\$1,195	\$1,195	\$1,195	\$1,195	\$1,195	\$1,195	\$0	\$0	\$1,195	\$1,195
Extended Day Primary (Full Day Primary & Aftercare) M-F 7:00am - 6:00pm (Class begins at 8:15am)	\$14,750	\$2,950	\$11,800	\$1,475	\$1,475	\$1,475	\$1,475	\$1,475	\$1,475	\$0	\$0	\$1,475	\$1,475
Aftercare Costs M-F 3:00pm - 6:00pm	\$2,800	\$560	\$2,240	\$280	\$280	\$280	\$280	\$280	\$280	\$0	\$0	\$280	\$280

- Intercultural Montessori Language School's hours of operation are from 7:00am to 6:00pm Monday through Friday. Earliest drop-off time is 7:00am. Class begins promptly at 8:15am.
- School will not be open on Holidays, Institute Days and Parent-Teacher Conference Days. Tuition is not based on students' actual attendance nor reduced during holidays or break periods. Please check the annual and monthly calendars for specifics.
- Tuition includes materials and field trips for the academic year.

Discounts: \$1,000 – Sibling Discount for each additional child
1% – Discount of 1% given for full academic year tuition payment on or before August 1st.

Fees: \$75 – A one-time non-refundable fee for new applicants paid at time of initial application per child. (Does not apply to re-enrolling students.)
\$500 – A one-time non-refundable registration fee for new applicants per child. (Does not apply to re-enrolling students.)

Tuition Deposit: **A non-refundable advance tuition deposit of 20% is required to hold a student's place in class. **This is applied to tuition payments for February 1st & March 1st.**

Tuition Payments: Tuition payment due dates are listed in the chart above. All Tuition Payments will be handled by a 3rd party service provider, SMART Tuition, at no extra charge for most payment types. Please keep in mind that credit card users will incur a 2.65% credit card fee from SMART Tuition.

Annual Fund Pledge: We ask for a minimum \$600 pledge per family.

Late Payment Charge: \$85

Returned Check Charge: \$25



Intercultural Montessori Language School

301 South Ridgeland Ave, Oak Park, IL 60302
114 S. Racine, Chicago, IL 60607

2016-2017 Application for Re-Enrollment

Please Print All Information on This Form

Student Name _____

Gender: male female Date of Birth _____

Address _____ City _____ Zip _____

Home Phone _____

Parent/Guardian #1 Name _____

Address _____ City _____ Zip _____

(if different from student's)

Home Phone _____ Work Phone _____

Cell Phone _____ Alternate Phone _____

Email _____

Parent/Guardian #2 Name _____

Address _____ City _____ Zip _____

(if different from student's)

Home Phone _____ Work Phone _____

Cell Phone _____ Alternate Phone _____

Email _____

Parents' Marital Status: _____

Desired Campus: Oak Park Campus Chicago Campus

Desired Program (language and plan): Chinese Mandarin Japanese Spanish

Half Day (8:30 am - 12:30 pm)

Full Day (8:30 am - 3:00 pm / 3:30 pm)

Before Care (7:00 am – 8:00 am)

After Care (3:00 pm – 6:00 pm)

Signature of parent(s) and/or guardian(s):

Signature Relationship to child

Date

Signature Relationship to child

Date



Parent Contract

Academic Year 2016-2017

As the parent(s)/legal guardian(s) of:

(Child's Full Name)

I / we understand and accept the following terms and conditions of enrollment at Intercultural Montessori Language School:

1. This academic contract is for August 1, 2015 and ends June 8, 2017.
2. Intercultural Montessori Language School offers an eight-week adjustment period to families with a child entering the school for the first time. The adjustment period allows the family and school time to mutually confirm that our Montessori program meets your child's needs. If during the adjustment period, the Executive Director, teacher, or parents believe that Intercultural Montessori Language School does not meet the child's needs, a determination can be made that a child should not continue to attend the school. In this case families are responsible only for the pro-rated tuition and the non-refundable enrollment fees. The Executive Director can make a determination at any time not to have a child continue to attend the school after the eight week adjustment period has elapsed.
3. There is a one-time per child non-refundable \$500 registration fee due at the time of initial enrollment. (This does not apply to re-enrolling students.) The enrollment process is not complete until the fee has been paid in full.
4. A non-refundable 20% tuition deposit is also due at the time of enrollment. The deposit will be applied to the installment payments due on February 1 and March 1, 2017. A 20% deposit paid by check directly to Intercultural Montessori is required to secure a student's place.
5. The remaining tuition payments can be made in the following ways:
 - A single payment of the full tuition balance for the academic year paid directly to Intercultural Montessori Language School by August 1, 2016. If the balance is received on or before this date you will receive a 1% early payment discount.

114 S. Racine Avenue
Chicago, Illinois 60607
312-265-1514

301 South Ridgeland Avenue
Oak Park, Illinois 60302
708-848-6626

www.interculturalmontessori.org

- 8 installment payments made through SMART Tuition beginning August 1, 2016 through May 1, 2017 (with no installment payments due on February 1 or March 1, 2017)
6. Intercultural requires all families, including families that will make one full tuition payment, to enroll with SMART Tuition, a third party service provider, at no additional cost.
 7. I (we) agree to pay the 80% balance:
 - ___ in full on or before August 1, 2016.
 - ___ in 8 installment payments beginning August 1, 2016 through May 1, 2017.
 8. I (we) understand that no tuition adjustments can be made for a child's absence due to illness, vacation, a reduction in school hours by parents, etc.
 9. I (we) agree to enroll my (our) child in the following Intercultural Montessori Language School programs and agree to be responsible for the payment of tuition as stated in the following program(s):

Please check your selected program(s) below:

Half Day Primary	7:00 am - 12:30 pm	<input type="checkbox"/>
Full Day Primary	7:00 am - 3:00 pm	<input type="checkbox"/>
After Care	3:00 pm - 6:00 pm	<input type="checkbox"/>

Please check your selected language program:

Spanish/English	<input type="checkbox"/>
Chinese/English	<input type="checkbox"/>

10. The financial stability of the school depends on timely payment of tuition. I (we) understand that for each payment made after the 10th day of the month, I (we) will be assessed a late payment charge of \$85.00. The charge for a returned check or automatic debit is \$25.00. Payments more than 75 days late are reviewed by the Finance Committee and referred to collection and the child/children may be dismissed from school permanently, effective on the 90th day after the original payment was due. I (we) agree to be responsible for all reasonable costs of collection, including but not limited to attorney's fees and collection agency cost.

11. Primary students can opt to enroll in either the Half Day or the Full Day program. However, once a student reaches Kindergarten age (5 years old by Sept. 1st, 2016) they are required to enroll in the Full Day program to cover English literacy requirements.
12. On initial enrollment in the school, I (we) have received a copy of the Parent Handbook and agree to abide by the policies and procedures outlined therein, as well as in the various memos that appear throughout the year.
13. I (we) understand that Intercultural Montessori Language School closes for major holidays, three Institute Days per year, Parent/Teacher Conferences, a 2-week Winter Break, a 1-week Spring Break. Adjustments to the monthly calendar take precedence over the annual calendar. Tuition is not based on student's actual attendance or reduced during holidays or break periods.
14. The Annual Fund: The Annual Fund helps us fill the gap between what tuition covers and other requirements or costs associated with the education of our students. These may include operating costs, teacher education, development, and the expansion of the school. We ask for a minimum \$600 Annual Fund pledge per family. Intercultural Montessori Language School needs and appreciates financial help from families. I (we) agree to participate in the school's fundraising activities, including the Annual Fund and other fundraising events announced by the Intercultural Montessori Language School.
15. I (we) agree to attend Parent Education events and meetings that pertain to my child in order to help create a partnership between our family and the school.
16. The school agrees to provide information concerning all field trips or other events not held directly on the school's premises in advance of such occasions. Parents grant permission to participate in such field trips and activities, and accept all risks associated with such field trips and activities. Parents agree that spontaneous walks within 1 mile of the school may not be announced in advance, grant permission for their child to participate, and accept all risks associated with these spontaneous walks.
17. Parents agree to allow Intercultural Montessori Language School to take photos or videos, or to make sound recordings of their children, or to assemble samples of children's drawings or other work, in order to create promotional materials, articles, reports, or presentations about the work of the school.

18. I agree to provide Intercultural Montessori Language School with all required enrollment forms prior to the student's first day of attendance. This includes but is not limited to Application for Admission/Re-enrollment Form, Annual Fund Pledge Form, Emergency Contact & Pick Up Authorization Form, Family Questionnaire, Parent Contract, Immunization Form, Vision Form (Kindergarten, all new students), and Dental Form (Kindergarten, 2nd Grade & 6th Grade).
19. This contract may be terminated upon a written sixty (60) day notice by the family. The family is required to pay for the 60-day notice period, and forfeits the non-refundable deposit and enrollment fees whether or not the child is in attendance.

I / we agree to the terms and conditions of the above contract.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Intercultural Montessori Language School

Date



Intercultural

Montessori Language School

2016 - 2017 ANNUAL FUND PLEDGE

Family Name: _____

Child's Name: _____

In order to support Intercultural Montessori Language School and all it stands for, I / we hereby pledge and agree to pay the total sum of \$_____.

(Please note: Though we ask for a minimum pledge of \$600 per family, Intercultural Montessori Language School understands that not all families can contribute at this level. We ask that each family contributes at a level that is appropriate for them. Our goal is 100% participation which will greatly enhance our position when seeking outside grants and funding sources.)

This pledge will be fulfilled:

- With a single payment on or before August 1, 2016 to be made through SMART Tuition.
- In 10 equal installments of \$_____ to be made through SMART Tuition beginning on August 1st and ending on May 1st.
- My employer has a gift matching program. Please contact me for information.

Signature: _____ Date: _____

Intercultural Montessori Language School has certification under Section 501 (c) (3) of the United States Tax Code as a charitable, educational organization.

Your contribution may be tax deductible, provided it complies with IRS requirements.
Intercultural Montessori Language School Tax ID number: 83-0415982

THANK YOU FOR YOUR SUPPORT!