



Enrollment Reservation Agreement

Current Date: _____

Date Fee Received: _____

Parent names, phone number, and email address:

Please reserve a space for my/our child, _____,
born on (date) _____ beginning on (date you wish your child to begin care)
_____ in the following program(s): (check all that apply below.)

Morning Only Care 9:00 am to 12:30 pm

- Nestling Nursery: Continuity of Care, 3 months to 3 years
- Morning Garden: Continuity of Care, 3 months to 3 years
- Mixed Age Preschool: mixed age 3 years to 5 years

Full Day Care 9:00 am to 4:00 pm

- Nestling Nursery: Continuity of Care, 3 months to 3 years
- Morning Garden: Continuity of Care, 3 months to 3 years
- Mixed Age Preschool: mixed age 3 years to 5 years

I/we would like:

- 2 days per week: Thursday and Friday*
- 3 days per week: Monday-Wednesday*
- 5 days per week: Monday-Friday

*If there is a special circumstance where this daily arrangement will not work for you (i.e. you can't change your work schedule), please contact the director or write it in here. We will do our best to accommodate you, but cannot guarantee we can.

I/we would like:

- Extended Care program, which is 8 am to 9 a.m. or after 4 pm care until 5 pm. The charge for each extended care session (early or late) is \$10 per day and is dependent on staffing. Please indicate which care you will need, early or late.
- Summer program 2023, July 6-Aug 23. Please indicate morning only or full day.

Northern Lights School, P.O. Box 228, Saranac Lake, NY, 12983

Email: info@northernlightsschool.org Phone: 518.891.3206

Website: northernlightsschool.org

Northern Lights School follows the Saranac Lake Central School calendar of holidays, and reserve the right to amend that calendar. Our complete schedule of service will be made available as soon as possible. The current year's schedule can be found on our website.

Enrollment Reservation Application Fee

To hold space for your child on the waitlist, please send this signed form and a *nonrefundable application fee* of **\$100.00** to Northern Lights School at the address at the bottom of this page, drop it off at school, or pay online at our website and email a scan/picture of this form to info@northernlightsschool.org.

Holding Fee

When there is a space available and we have a waiting list for the space that you are interested in, but you are not ready for your child to attend, a non-refundable holding fee of 50% of the monthly tuition will be paid to Northern Lights School each month the space is held open for the above mentioned child. This payment will be charged monthly from the date that you submit the reservation form until the anticipated month that care will begin, approximately _____.

Tuition is billed monthly and is delivered via email through Quickbooks with the address of Intuit-Invoice. A tuition contract and all required enrollment forms, including the child in care medical statement and an up to date immunization record must be completed and returned to Northern Lights School before the child can attend school. A medical exemption form signed by your child's doctor is required for alternate immunization schedules.

Tuition assistance is available. Please circle YES or NO if you will be in need of tuition assistance so that we can assign funds in the order that they are requested.

Printed Name(s) _____

Parent/Guardian signature _____ Date _____

Parent/Guardian signature _____ Date _____