



## 2017 APPLICATION PROCESS FOR ADMISSION

The Manitou School, 1656 Route 9D Cold Spring, NY 10516

p 845.809.5695 f 845.205.9122 [www.manitouschool.org](http://www.manitouschool.org)

### Student Information

First Name	Middle	Last	
Street Address	City	State	Zip
Date of Birth	Place of Birth	Child prefers to be called (if any)	

### Application for Admission to the Following Program:

<input type="checkbox"/> <b>Stepping Stones (3+yrs)</b> <b>Full Days:</b> <input type="checkbox"/> 2 days/wk <input type="checkbox"/> 3 days/wk <input type="checkbox"/> 4 days/wk <input type="checkbox"/> 5 days/wk <b>Half Days:</b> <input type="checkbox"/> 2 days/wk <input type="checkbox"/> 3 days/wk <input type="checkbox"/> 4 days/wk <input type="checkbox"/> 5 days/wk	<input type="checkbox"/> <b>Bridge (PreK/K)</b>	<input type="checkbox"/> <b>Fourth Grade</b>	
	<input type="checkbox"/> <b>First Grade</b>	<input type="checkbox"/> <b>Fifth Grade</b>	
	<input type="checkbox"/> <b>Second Grade</b>	<input type="checkbox"/> <b>Sixth Grade</b>	
	<input type="checkbox"/> <b>Third Grade</b>	<input type="checkbox"/> <b>Seventh Grade</b>	
<b>Applicants Intended Start Date</b> (Please check the box to the right)		<input type="checkbox"/> <b>As Soon As Possible</b>	<input type="checkbox"/> <b>Fall 2017</b>

### Parent/Guardian Information

First Name Middle Last <hr/> Home Address <hr/> City State Zip Code <hr/> Home Phone Cell Phone <hr/> Email Address <hr/> Employer Position <hr/> Employer Address Business Phone <hr/> College(s) Attended (if any) Degree(s)	First Name Middle Last <hr/> Home Address <hr/> City State Zip Code <hr/> Home Phone Cell Phone <hr/> Email Address <hr/> Employer Position <hr/> Employer Address Business Phone <hr/> College(s) Attended (if any) Degree(s)
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### *Current & Previous School Information*

Current School Attending			Current School Attending		
Address			Address		
Telephone	Grades Attended	Dates Attended	Telephone	Grades Attended	Dates Attended

### *Family Information*

Sibling Name	Age	Current School & Grade
Sibling Name	Age	Current School & Grade
Sibling Name	Age	Current School & Grade

### *Getting to Know Our Applicant/ Tell Us About Your Child*

Describe your child in three to five words:

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How does your child express curiosity in learning?

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How does your child learn best?

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How does your child express his/her needs or desires?

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What are your child's special talents, interests, and abilities?

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What are your child's strengths as a learner?

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What extracurricular activities is your child involved with?

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What times does your child go to sleep?

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What time does your child wake up?

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Does your child separate well from family?

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Has your child faced academic, developmental, or social difficulties in the past? Y or N  
If yes, what supports, if any, were established to support your child?

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Does your child have any allergies?

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In what ways do you feel The Manitou School's learning environment and philosophy will benefit your child?

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Please use the space below to share any additional information that you like us to know about your child

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### AGREEMENT

I agree that The Manitou School may contact my child's school, childcare provider and/or teachers, tutors, and counselors to follow up on missing materials and information needed to support my child's application. I understand that the materials submitted to The Manitou School will be treated confidentially and will not be returned.

I have included my nonrefundable application fee for \$75 in the form of cash or check made payable to "The Manitou School."

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

### IMAGE RELEASE

I hereby grant permission for my child's photo, video image, written or visual academic and art work, to be used in school publications and for promotional purposes.

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only	
Application Received by: _____	Date: _____
Application Reviewed by: _____	Date: _____
Interview by: _____	Date: _____

*The Manitou School admits students of any race, color, and national or ethnic origins to all rights, privileges, programs and activities generally or made available to students at the school. It does not discriminate on the basis of race, gender, national or ethnic origin, in the administration of its educational policies, scholarships and loan policies, athletic and other school administered programs.*

## 2017 APPLICATION GUIDELINES

The Manitou School, 1656 Route 9D Cold Spring, NY 10516

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### THE MANITOU SCHOOL ADMISSIONS PROCESS

#### **1. PARENT VISIT AND OBSERVATION**

Parents tour the school, observe a classroom in session, and meet with the Director of Manitou School. This allows prospective parents and the school representatives to become acquainted with each other and to share pertinent information ensuring a good match between the family and The Manitou School. Please call 845.809.5695 or email [tamara@manitouschool.org](mailto:tamara@manitouschool.org) to schedule a tour.

#### **2. APPLICATION**

Parents are encouraged to submit a completed application form accompanied by a \$75 nonrefundable application fee as promptly as possible after the classroom observation. Children currently enrolled at school must submit a teacher recommendation form and release of records form. Depending on your individual needs, you may elect to submit an application prior to your tour. The application is available online at <http://manitouschool.org/admissions/how-to-apply/> or may be picked up at The Manitou School.

#### **3. TEACHER RECOMMENDATION**

Children currently enrolled at school must submit a teacher recommendation and release of records form.

#### **4. STUDENT CLASSROOM VISITS**

A student visit appointment will be arranged once all the application materials have been received. Children will explore the classroom, participating in the daily routine and working directly with the teacher. All children will be informally assessed by a Manitou School teacher as a part of the admissions process.

#### **5. ADMISSION DECISION/ENROLLMENT CONTRACT**

The Manitou School mails admission decision information April. If your child is accepted an Enrollment Contract will be sent out. Submission of a signed Enrollment Contract and a Payment of \$1,500.00 as a tuition deposit will be due to secure your child's space in our program. The tuition deposit is non-refundable and will be applied to your last tuition installment. No student is considered enrolled in the school until the deposits, contracts and any required records are received. The admission offer by The Manitou School is valid for two weeks from the date of the offer of admission. Agreement is made to pay tuition in full using one of three payment choices described in the enrollment contract. Families agree to abide by all The Manitou School policies and procedures, as outlined in the Parent Handbook and Enrollment Contract. If the school has full enrollment, a waiting list is established from applications on file. As space becomes available, the Director of Admissions will notify parents and proceeds to the next step of the enrollment process.