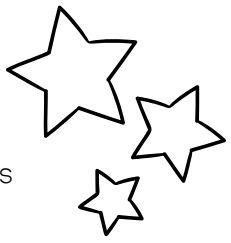


# 2024-2025 ENROLLMENT



We are an independent private school offering an exceptional educational experience for students Toddler through 2<sup>nd</sup> Grade. Our school year runs from September - June with a short summer program mid July through mid August. Please read below for enrollment information.

## **I. TAKE A TOUR/ATTEND AN OPEN HOUSE *(optional)***

Parents are required to tour our facility and pick up an information packet as their first step to enrollment. We do group tours at designated dates and times. They will be listed on our website with the ability to sign up. If these times do not work for you, we offer limited individual tours, if necessary. During your tour, we will guide you around our entire campus, both inside and out. If are then interested in enrolling your child in our school, we encourage you to reach out via email.

## **2. FILL OUT AN APPLICATION**

The application is located on our website. This is a request for enrollment. Once an application is received, we will reach out to you within 2 business days to confirm receipt. \*Primary students in need of an IEP or evaluation need to complete the Pine Bush or Goshen Central School District Request for Services form no later than June 1<sup>st</sup>, 2024. Request for bussing to our schools must be submitted to your home district no later than April 1, 2024.

## **3. PARENT INTERVIEW & STUDENT ASSESSMENT**

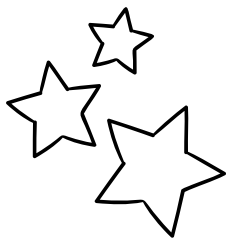
Once we receive your application, we will reach out within 2 business days to schedule a parent interview and student assessment. While the student is meeting with a teacher for their assessment, an administrator will meet with the parents/guardians to review OTM's philosophy, vision and methodology to ensure alignment. This is also an opportunity for the parent to discuss their child and any needs they may have or accommodations they may require. It is essential that parents provide a copy of the students most recent report cards/transcript and achievement test results from the prior school year, if applicable. If a child has a current IEP, 504, or receives services, all information and paperwork regarding the students needs and services must be shared at this time. If this paperwork is not received, a determination for acceptance into the school will be postponed until paperwork is provided.

## **4. ACCEPTANCE**

If your child has been accepted into Over the Moon Enrichment or The Academy at OTM, you will be notified within 2 business days of your parent interview/student assessment. Within 1 week of acceptance, all enrollment fees and necessary tuition will be due. If your child is accepted, but due to availability they are wait listed due to availability, you will be notified via email. Once enrollment has been accepted and first payments are made, they are NON-REFUNDABLE as they hold your student's seat.

## **5. FINAL DOCUMENTS**

The office will inform you of any documents that are due or are outstanding. These may include an Emergency Card, Physical, Immunizations, Student Birth Certificate, IEP/504, Request for Records, Enrollment & Tuition Agreement, etc. If documents are required or outstanding and not received, the student's placement in our school may be forfeited.



# 2024-2025: ENROLLMENT



## Financial Information

### I. APPLICATION FEE

To apply for enrollment, a \$45 non-refundable application fee is required to submit the online application.

### 2. ENROLLMENT FEES

#### **New Families Accepted & Enrolled:**

Within one week of acceptance into our school, a \$100 non-refundable enrollment fee, a \$100 security deposit, and your child's first month's tuition are due to secure a seat for the 2024-2025 school year. If these payments are not made within 1 week of acceptance, the child's seat will be forfeited.

#### **Current Families:**

Within two weeks of re-enrolling, a \$100 non-refundable enrollment fee is due to secure your student's seat for the 2024-2025 school year. Your security deposit will roll over from the previous year. If the enrollment fee is not received within two weeks of re-enrolling, the child's seat will be forfeited. Currently enrolled family's first month tuition is due no later than 6/1/23.

### 3. TUITION PAYMENTS

Payments can be made online or in person. We accept all major credit cards, cash or personal check.

All families must make tuition payments in one of the following ways:

- Payment in full for the year
- Two Payments
- Quarterly
- Monthly

### 4. DISCOUNTS

- Payment in full using cash or check, 5% off total tuition
- Multi student discount, 10% off 2 siblings, 15% off 3 or more.

*\*Discounts are not applied to application, enrollment or security deposit fees.*

# 2024-2025: TUITION



## “OVER THE MOON ENRICHMENT”

### Early Primary Program

- Petite Pioneers (Toddlers): 18-24 months *(MT Campus Only)*
  - Petite Pioneers (Toddlers): 2 - 3 years
- Little Explorers (Preschool & PreK): 3 - 5 years

#### HALF DAYS: 9:00 AM - 12:00 PM

2 ½ days per week: \$300/month, \$3,000/year

3 ½ days per week: \$400/month, \$4,000/year

4 ½ days per week: \$500/month, \$5,000/year

5 ½ days per week \$600/month, \$6,000/year

#### FULL DAYS: 9:00 AM - 3:00 PM

2 Full days per week: \$500/month, \$5,000/year

3 Full days per week: \$700/month, \$7,000/year

4 Full days per week: \$900/month, \$9,000/year

5 Full days per week: \$1,000/month, \$10,000/year

*\*\*Early Primary students can create a schedule mixed with full and half days. For this option, please contact the office for pricing.\*\**



## “THE ACADEMY AT OTM”

### Primary Program

- Pathfinders: Kindergarten, 1<sup>st</sup> & 2<sup>nd</sup> Grade

#### HALF DAYS: 9:00 AM - 12:00 PM

5 Half Days per week: \$600/month, \$6,000/year

*\*Kindergarten students can attend 5 half or 5 full days.*

#### FULL DAYS: 9:00 AM - 3:00 PM

5 Full Days per week: \$900/month, \$9,000/year

*\*First & Second Grade must attend 5 full days.*

#### Before Care 7:30 AM - 9:00 AM

#### After Care: 3:00 - 4:30 PM

1 - Day per week: \$20/month, each

2 - Days per week: \$40/month, each

3 - Days per week: \$60/month, each

4 - Days per week: \$80/ month, each

5 - Days per week: \$100/month, each