GIVE YOUR CHILD THE MILLHOPPER MONTESSORI ADVANTAGE

Admissions Brochure
2019 - 2020

MILLHOPPER MONTESSORI SCHOOL

Instilling a Love of Learning Since 1977

Celebrating Academic Excellence since 1977

Accredited by:

Florida Council of Independent Schools

Affiliated with:

AMERICAN MONTESSORI SOCIETY
education that transforms lives

millhopper.com

352-375-6773

8505 NW 39th Avenue, Gainesville, FL 32606

DCF License #C08AL0723

Official Use

Student's Name:

_____

Date of Enrollment:

_____

Start Date:

_____

Classroom Assignment:

_____

Procare ___

Scanned to GT ___

Signed by TM ___

Non-Discrimination Policy

Millhopper Montessori School, LLC admits students of any race, color, creed, national origin, ethnicity, sexual orientation, or with any disability which can be reasonably accommodated by the school, to all rights, privileges, programs and activities generally accorded or made available to students at Millhopper Montessori School, LLC. The School does not discriminate on the basis of such factors in the administration of its educational policies, employment policies, admissions policies, athletics or other school administered programs.

WELCOME

Dear Parents,

Thank you for your interest in Millhopper Montessori School (MMS). MMS is accredited by the Florida Council of Independent Schools and affiliated with the American Montessori Society. The school was founded in 1977 by Christina Miller, who is President/Head of School, Curriculum Director and one of the teachers on the fourth and fifth grade team. MMS enjoys a spacious facility for its extensive developmentally appropriate private educational program, serving children ages two through eighth grade. True to its Montessori heritage, our staff fosters creative thinking and problem-solving through the use of manipulatives and other educational tools. Standing true to our school's motto, "The Millhopper Way", we have created a diversified curriculum embracing 21st century learning skills. We provide our students with opportunities to explore real-world concepts and issues, challenge assumptions, think critically, and acquire skills that they will need to apply throughout their educational and future professional journeys. Our 8th grade graduates are accepted into advance academic programs throughout the county such as, the International Baccalaureate Program, the Cambridge Program, and various Magnet Programs at local high schools.

Our low student-teacher ratio, one-to-one and small group instruction, and complete Montessori curriculum enables children to have a more self-paced, individualized program. Intrinsic and individualized learning are at the core of the Montessori method, which strives to develop self-discipline and self-confidence. We all know academics are important, but only focusing on them is like watering one leaf of a plant. This means that we provide opportunities to support our students' social, emotional, and physical needs along with a rigorous academic program. One highly visible example of how we achieve this is through our co-curricular program which provides students with opportunities to engage in a wide array of after-school classes that extend learning from the core subjects and emphasis on STEAM.

Our Montessori leads are highly credentialed and undergo special training in the use, purpose, and sequence of the Montessori developmental philosophy, how to prepare a state-of-the-art learning environment, and a strong emphasis on objective, scientific observation. We believe learning should continue throughout your whole life, and employees are constantly encouraged to pursue new growth opportunities. Teachers that find joy in the pursuit of their own professional growth translates into the kind of passion that inspires students to reach for new heights.

Should you have any questions, please do not hesitate to contact us.

Christina J. Miller
President/Head: Millhopper Montessori School, LLC

Millhopper Montessori School, LLC

Tuition and Fee Schedule 2019-2020

Payment Options - ***Check Payment Choice***

Classroom	Enrollment Fee *(Non-Refundable - Due Upon Enrollment)*	Supply Fee *(Due July 1)*	Annual Tuition Payment *(Due Aug. 1)*	Semi-Annual Tuition Payment *(Due August 1 & January 1)*	Ten Monthly Tuition Payments *(August 1- May 1)*	Total Amount Due *(Includes Enrollment Fee, Supply Fee & Tuition)*
Beginners Class Ages 2 to 4 **Half Day** 9:00-12:00	$615.00	$500.00	$9,300.00	$4,650.00	$930.00	$10,415.00
Beginners Class Ages 2 to 4 **Full Day** 9:00-3:00	$665.00	$500.00	$9,800.00	$4,900.00	$980.00	$10,965.00
Preschool Ages 3-5 **Half Day** 9:00-12:00 Fully Potty Trained	$615.00	$500.00	$9,000.00	$4,500.00	$900.00	$10,115.00
Preschool Ages 3-5 **Full Day** - Fully Potty Trained	$665.00	$500.00	$9,500.00	$4,750.00	$950.00	$10,665.00
Preschool/ Kindergarten Ages 4 1/2-6	$685.00	$500.00	$10,000.00	$5,000.00	$1,000.00	$11,185.00
Lower Elementary Grades 1st - 3rd	$705.00	$500.00	$10,200.00	$5,100.00	$1,020.00	$11,405.00
Senior Elementary Grades 4th & 5th	$725.00	$500.00	$10,400.00	$5,200.00	$1,040.00	$11,625.00
Middle School Grades 6th - 8th	$765.00	$500.00	$10,500.00	$5,250.00	$1,050.00	$11,765.00

6th Grade Laptop Lease	Includes three years of a laptop, laptop insurance and allows MMS to keep cutting edge technology available for the students. $500.00 fee (separate from the tuition listed above) each year for three years or $50.00 per month for 30 months. Students will be able to purchase the laptop for a $1 buy out fee upon completion of the 8th grade. If a student leaves before the 8th grade year, he/she has the option to purchase the computer from the leasing company.

Millhopper Montessori School, LLC

Please read the following and sign your initials:

Initials _____

The Enrollment Fee is **non-refundable** and is due at the time of enrollment whether paying annually, semi-annually, or in ten monthly payments.

Initials _____

I understand that I will have to sign a Truth and Lending form if making four or more tuition payments.

Initials _____

I understand and agree to abide by the policies and procedures as set forth in the Millhopper Montessori School Parent Handbook located on the school's web site (Millhopper.com). I understand that policies and procedures are subject to change and agree that it is my responsibility to stay informed through reading the school's weekly e-mails/e-blast, flyers, newsletters, classroom letters and information on the school's web site.

Initials _____

I understand that Millhopper Montessori School, LLC may terminate the enrollment of my child and start collection proceedings if an outstanding balance (over 60 days or if over $3,000.00) remains unpaid and attains delinquent status. I understand and agree that I will be held responsible for all costs, expenses and interest at the current legal rate, including but not limited to, attorney fees, collection agency fees and court costs incurred by Millhopper Montessori School, LLC in order to remedy any breach of this contract.

Initials _____

Tuition payments are due by the 7th of each month. A late fee of $35.00 will be applied to any invoice that is more than two weeks past due. Millhopper Montessori School, LLC reserves the right to assess a 12% charge per month on any balances including tuition and other fees that are past due by 30 days or more. In the event payments are more than (over 60 days or if over $3,000.00) past due, your child/ren may be asked to leave school until the account is brought current. We also reserve the right to pursue legal means to secure payment on delinquent accounts and reserves the right to include any collection costs in the unpaid balance. A family may not be permitted to re-enroll their child the following year if their account is not paid in full. Academic Student Performance Records will not be released until all accounts are paid in full.

Initials _____

I understand that tuition payments and amounts being invoiced will remain the same during periods containing holidays listed on the MMS school calendar, closing for bad weather and family vacations. Only extended day charges may vary.

Initials _____

Insufficient funds or declined cards will incur a $35.00 fee.

When are payments due?

If you choose the ten monthly payment plan, monthly invoices will be e-mailed to you at the beginning of each month - August through May and payments are due no later than the 7th of the month in which you received your bill. Morning and After School Program charges will appear on your monthly invoice starting in September.

Payment Method: Tuition Express - ProCare Payment System

☐ **ACH Checking Account Draft -** Charged on the 7th of each month for the amount due.

Fill out the ACH form located in this brochure

OR

☐ **Credit Card -** Charged on the 7th of each month for the amount due.

Fill out the credit card form located in this brochure

OR

☐ **Check** (must pay the monthly tuition each month to qualify)

Name on the Account _____

Extended Day Information:

Morning Program: 7:00 AM-8:45 AM $6.00 per hour - this program is open to all students
$4.00 per hour if in an after school studio

No diaper service available

7:00 AM-8:20 AM for Middle School

After School Program: 3:15 PM-6:00 PM $6.00 per hour
$4.00 per hour if in an after school studio

Children must be 3 and potty trained to use this program

3:30-6:00 PM for Middle School

A $1.00 per minute charge will commence at 6:00 PM

Discounts:

For families with more than one child attending full time, the lowest enrollment deposit fee for the second and each subsequent child is waived.

A family's second and each subsequent child will be charged half price for the Morning Program and the After School Program.

Tuition™ Express

Automated Payment Processing
Safe – Convenient – Easy

We are excited to offer the safety, convenience and ease of Tuition Express™ – an automatic payment processing system that allows on-time tuition and fee payments to be made from your bank account.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR BANK ACCOUNT AUTHORIZATION

I (we) hereby authorize Millhopper Montessori School (business name) to initiate debit entries to my (our) Checking or Savings Account indicated below. To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice.

Credit Union Members: Please contact your Credit Union to verify account and routing numbers for automatic payments.

Your Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____

Bank or Credit Union Name _____

Bank or Credit Union Address _____ City _____ State _____ Zip _____

☐ Checking ☐ Savings

Routing Transit Number (see sample below) _____ Account Number (see sample below) _____

Signature _____ Date _____

☐ Check if you wish to make online payments

For Official Use Only

Date Received _____

Employee Signature _____

A service of

MILLHOPPER MONTESSORI SCHOOL

Tuition™ Express

Automated Payment Processing
Safe – Convenient – Easy

We are excited to offer the safety, convenience and ease of Tuition Express™ – an automatic payment processing system that allows on-time tuition and fee payments to be made with your credit card.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR CREDIT CARD AUTHORIZATION

I (we) hereby authorize Millhopper Montessori School (business name) to initiate recurring credit card charges to the below referenced credit card account. To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice.

PLEASE CONTACT CENTER REPRESENTATIVES FOR CREDIT CARD TYPES ACCEPTED BY CENTER.

Cardholder Name _____ Phone # _____

Cardholder Address _____ City _____ State _____ Zip _____

Account Number _____ Expiration Date _____

Cardholder Signature _____ Date _____

☐ Check if you wish to make online payments

For Official Use Only

Date Received _____

Employee Signature _____

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procare SOFTWARE®

TRUTH IN LENDING DISCLOSURE STATEMENT

This form is needed if four or more tuition payments are being made during a school year

School/Lender Name & Address:

Millhopper Montessori School
8505 NW 39th Avenue
Gainesville, FL 32606

Student's Name:

_____

Student's Grade:

_____

Parent/Borrowers Names & Address:

_____
_____

Annual Percentage Rate	**Finance Charge**	**Amount Financed**	**Total # of Payments**
The cost of your credit as a yearly rate	The dollar amount the credit will cost you	The amount of credit provided to you on your behalf	The amount you will have paid after you have made all payments as scheduled
0%	0%	0%	$_____

Payment Schedule

Number of Payments	Amount of Payments	When Payments Are Due

Demand Feature: _____ Upon default, the tuition/enrollment agreement may be payable on demand. Please refer to the tuition/enrollment agreement for specific terms

Late Payment Charge: If an installment payment is more than _____ days late, Parents will be charged a late payment fee of $_____

Prepayment: If you pay off your loan amount/tuition early, you may () I will not have to pay a penalty
() I will not be entitled to a refund of party of the finance charge

Required Deposit: The annual percentage rate does not take into account your required deposit/enrollment fee

ACKNOWLEDGEMENT

Parent/Borrower(s), _____ and _____ acknowledge that Parent(s)/Borrower(s) has/have read and received a complete copy of this disclosure statement prior to executing this acknowledgement and before entering into any agreement with School/Lender concerning this credit transaction.

_____
Parent/Borrower's Signature

_____
Parent/Borrower's Signature

_____
Parent/Borrower's Signature

_____
Parent/Borrower's Signature

MILLHOPPER MONTESSORI SCHOOL, LLC.

8505 NW 39th Avenue, Gainesville, Florida 32606. (352) 375-6773

2019-2020 STUDENT ENROLLMENT AND TUITION CONTRACT

The parties to this Student Enrollment and Tuition Contract ("Agreement"), Millhopper Montessori School, LLC., ("school"), and _____ (parent(s)/guardian(s) name), on behalf of _____(student's name), hereby agree that the school will enroll the above-stated student at the school for the **2019-2020** academic school year, under the following terms and conditions:

1. Enrollment and Enrollment Fee

The student is enrolled for the stated school year effective as of the signing of this Agreement, and Parent will pay the school a one-time, non-refundable enrollment fee of $ _____, at that time. Any discounts to this fee applicable for parents with more than one child enrolled at the school have been applied.

2. Tuition

Parent will pay the school tuition, in addition to the enrollment fee and supply fee, for the stated academic school year in the amount of $_____.

Such amount will be paid:

A. In full on August 1 of the school year above, _____ (initial), **or**

B. In two payments of $_____ each, on August 1 and January 1 of the above-stated academic school year, _____(initial), **or**

C. In ten (10) monthly payments of $_____ each, starting on the 1st day of August of the above-stated school year, and on the 1st day of each month thereafter through the 1st day of the following May. _____(initial).

The tuition specified above does not include extra programs at the school, such as the school's Morning Program, the After School Program, or any other extra-curricular programs. Students who qualify for such programs may participate in such programs, on a space available basis, for payment of the required fees for such, as will be agreed and paid separately from the obligations of parent under this Agreement. The inability of a student, for any reason, to participate in any such programs will not be a basis for parent to avoid parent's obligations of this Agreement. Tuition payments must be current for students to apply for entry into an after school studio.

4. **Late, Past Due, and Dishonored Payments**

A. Parent will pay the school a late fee of $35 for any payment received by the school after the 7th day of the month in which it is due. Parent will pay the school's interest on any payment that is more than thirty (30) days late at the rate of 12% per annum. The school may refuse to accept any payment that is not paid in full, including due late fees and interest, but may allow partial payments and, if so, allowing partial payments will not waive the school's right to demand full and timely payments for future payments that may become due.

B. Should any payment be more than thirty (30) days late, the above-named student will not be permitted to return to the school, effective immediately and without further notice, until and unless all past-due payments are made or an agreeable payment plan is put inplace. This provision notwithstanding, parent understands that once any student is removed from the school, the school will actively seek to fill that student's spot with a new student and, if a new student takes the spot of a student withdrawn due to non-payment of due tuition, the school may be unable to re-enroll the student for the current school year even if past due payments are made. A student who is withdrawn from the school for non-payment of due payments is involuntarily withdrawn for purposes of Paragraph 7 A.

C. The student will not be permitted to re-enroll at the school for any future academic school year until and unless all past financial obligations to the school have been paid in full and satisfied.

D. The student will not be allowed to participate in any after school studio or program if any tuition payment is past due.

E. The school will not release to the parent or any third-party the academic performance or other records of the school for any student for whom the school is owed any past-due monies for tuition or other fees or financial obligations of any kind.

F. Any checks returned to the school which are dishonored for any reason, or any credit card charges which are declined, or charged-back to the school, will result in a fee to the parent of $35.00 which is due on demand, along with the amount of the dishonored check or declined or charged-back credit card charge.

5. Parent and Students to Abide by School Policies and Procedures

Parent agrees that at all times parent and the above-stated student will understand and abide by the school's policies and procedures as set forth in the Millhopper Montessori School Parent Handbook, which is located on the school's website at Millhopper.com, or which are otherwise communicated to parent through various means. Parent agrees and understands that these policies and procedures are subject to change at any time by the school without notice to or consultation with parent, and parent agrees to stay informed of such policies and procedures by reading the school's emails, newsletters, classroom letters and other information provided to, or available to, parent by various means. If a parent, or student, fails to follow such policies and procedures, and such failure persists after warning from the school, the student may be involuntarily withdrawn from the school. A student who is so withdrawn from the school is involuntarily withdrawn for purposes of Paragraph 7 A. Examples of policies include but are not limited to cell phone policy, student dress code and behavior.

6. Additional Fees and Expenses

From time to time during the academic school year, parents will be required to pay to purchase items in support of their student's education or educational experience, or to pay fees for activities, events or other services or items in support of the student or the school on behalf of students, the amounts of which will vary from class to class. Parent understands that such fees are mandatory and agrees to pay them promptly as required. The failure of parent to pay such fees and expenses as required from time to time may, at the discretion of the school, cause the school to involuntarily withdraw the student from the school. A student who is so withdrawn from the school is involuntarily withdrawn for purposes of Paragraph 7 A.

7. Early Withdrawal of Student

A. To compensate the school for the loss of opportunity associated with losing a student, as well as the disruption to the operations and possible reputation of the school associated with the early withdrawal of a student, a parent who withdraws the above-stated student from the school before the end of the above-stated academic school year, for any reason, will pay the school future unearned tuition in an amount equal to the school's pro-rated tuition fee charged for the three (3) months tuition subsequent to the child's withdrawal. Likewise, parent will pay the school an amount equal to the school's pro-rated tuition fee charged for the three (3) months tuition subsequent to the child's withdrawal for any student who is involuntarily withdrawn from the school.

B. The above notwithstanding, a student may be withdrawn, without payment of any future un earned tuition after withdrawal, if (a) the student dies or becomes permanently disabled (as defined by law), or (b) in the school's discretion, and based only upon its own observation, the school decides that the child's placement at the school is not suitable for the child as a learner, and/or that the child's behavior, attitude or progress does not meet the school's requirements, in which case withdrawal will be permitted by the school. Such withdrawal may also be initiated and required by the school, regardless of any protest by parent, and without prior notice to parent.

C. Parent agrees and understands that the school has no obligation to waive or limit or reduce early withdrawal costs except as provided above. The fact that the school waives or limits or reduces such costs for any parent in any situation for any reason will not give rise by parent to any right to waive or limit or reduce such costs in connection with parent's early withdrawal of the above stated student.

8. **Kindergarten to First Grade Readiness Rubric**

Parents of students who are seeking to be promoted from kindergarten to first grade at the school must read and understand the school's Kindergarten to MMS first grade Readiness Rubric as set forth in the Parent Handbook. No student will be promoted to MMS first grade unless all of the following seven (7) requirements are met, and the failure of the student for any reason to meet these requirements will not be the responsibility of the school, or grounds for any refund or other concession by the school:

1. Teacher recommendation. The student's teacher must report that the Montessori learning environment is appropriate for the student, based upon prerequisites set at the discretion of the school, and that the student demonstrates appropriate behavior, which includes review of student reports.
2. All financial obligations to the school regarding the student must be current.
3. The student must demonstrate age-appropriate maturity.
4. The student must demonstrate the ability to be an independent worker.
5. The student must demonstrate continued academic progress, including the ability to follow directions.

6. The student's seniority (years of attendance at the school) will be considered.
7. The parent must follow the school's Parent Handbook guidelines and be supportive of the school and the Montessori method of teaching. This may include, at the school's request, outside professional testing with the results shared with the school, if recommended by the student's teacher.

9. No Guarantee of Subsequent Year Enrollment

The school endeavors to make certain that space is available for students at the school to be enrolled at the school for the next following academic school year in the next higher grade. While this is almost always the case, parent agrees and understands that the school cannot, and does not, guarantee that there will be space for any student in the future upcoming academic school year in the next higher grade (or to repeat a grade), until such time as the parent has enrolled the student in such upcoming school year and entered into a written contract with the school to so enroll the student. The failure of the school to accommodate any student for any grade or period of time beyond the time and academic school year set forth in this agreement will not be cause for parent to have any claim against the school, or to seek a refund or any concession whatsoever.

10. School has Final Authority as to Student Placement and Classroom Composition

The school will consider the boy/girl ratio and age balances within the class in which the student is placed when placing the student. The school will also consider a parent's request that the student be placed in a particular class, and the school will endeavor to keep the student with the same teacher for all years that the class is designated, if to do so is in the best interests of the student and the class, as determined by the school. However, the above notwithstanding, the school will make all final determinations into which class the student will be placed, and will have the right to place the student in any class, or move the student to any class at any time, the school determines best meets the developmental needs of the student.

11. Venue for Disputes; Governing Law

All and any disputes of every kind or nature to any extent related to this agreement or its making shall be brought and at all times maintained in the Florida State courts lying and situate in Alachua County, Florida, and no other venue, state or federal, will be proper. This agreement will be governed only by the laws of Florida.

12. Severability

Should a court of competent jurisdiction rule one or more of the provisions (or part thereof) of this agreement invalid or unenforceable, the remaining provisions (or part of the provision) will remain in full force and effect.

13. All Modifications Must Be in Writing

This agreement will not be altered, modified or amended unless such is done in writing and is signed by the parties.

14. Electronic or Copy Signature for School Valid and Enforceable

The parties agree that a proper representative for the school may sign this agreement electronically or with a photocopy signature and, in such case, such signature is fully effective to bind the parties to this agreement and is equivalent in all respects to an actual signature for purposes of effect and enforcement of this agreement.

15. Attorney's and Other Collection Fees and Costs

If either party is required at any time to pursue legal or collection proceedings to enforce that party's rights under this agreement, the prevailing party will recover from the other the prevailing party's reasonable attorney's fees, collection costs, and court costs incurred.

16. Copies Valid as an Original

A copy of this fully-executed agreement will be valid as if it were the original.

WE, THE PARTIES TO THIS AGREEMENT, hereby represent that we have read each and every term and paragraph hereof, have understood each and every term and promise made, and agree that we fully and freely intend that our signatures below bind us to this agreement and all terms thereof. MMS operates on tuition alone and expects this contract to be upheld.

For: **MILLHOPPER MONTESSORI SCHOOL, LLC.**

X_____	X_____	X_____
Christina Miller	[Print]_____	[Print]_____
Manager (President & Owner)	Parent	Parent
Date: _____	Date: _____	Date_____