

# SCHOOL of the WOODS

1321 Wirt Road  
Houston, Texas 77055  
713-686-8811  
www.schoolofthewoods.org

## 2020 – 2021 APPLICATION FOR ADMISSION

**Name of Student** \_\_\_\_\_  
(first) (middle) (last)

Date of Birth \_\_\_\_\_ Female \_\_\_ Male \_\_\_ Age on Sept. 1, 2020 \_\_\_\_\_  
(month) (day) (year)

Home Address \_\_\_\_\_ Zip \_\_\_\_\_ Primary Phone \_\_\_\_\_

Parent 1 Name \_\_\_\_\_ Cell# \_\_\_\_\_ e-mail \_\_\_\_\_

Parent 1 Home Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Parent 1 Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Parent 1 Business Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Parent 2 Name \_\_\_\_\_ Cell # \_\_\_\_\_ e-mail \_\_\_\_\_

Parent 2 Home Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Parent 2 Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Parent 2 Business Address \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Person Responsible for Tuition Payments \_\_\_\_\_

Address (if not stated above) \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Child's Physician \_\_\_\_\_ Phone \_\_\_\_\_

Physician's Address \_\_\_\_\_

How did you learn of School of the Woods? \_\_\_\_\_

Through which level / grade will your child be attending School of the Woods? \_\_\_\_\_

Schools Previously Attended \_\_\_\_\_ Address: \_\_\_\_\_ Dates: \_\_\_\_\_  
\_\_\_\_\_ Address: \_\_\_\_\_ Dates: \_\_\_\_\_

**SCHOOL YEAR:** \_\_\_ 2020-2021 \_\_\_ 2021-2022 \_\_\_ 2022-2023 \_\_\_ 2023-2024

### EARLY CHILDHOOD PROGRAM Ages 2 1/2 - 6 years : Indicate first & second class choices.

___ 8:30 a.m. - 11:30 a.m. Monday – Friday Ages 2 ½ - 6	___ 8:30 a.m. - 2:30 p.m. Mon.-Thu. 8:30 a.m. - 1:00 p.m. Fri. Extended Day Class : Ages 4-6	___ 7 a.m. - 6 p.m. Monday - Friday Full Day Class: Ages 2 ½ - 6
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### ELEMENTARY, UPPER ELEMENTARY, MIDDLE SCHOOL, HIGH SCHOOL: Please submit school records (transcript, report cards, progress reports, test results) for the last two years with applications for elementary- high school.

___ 1 <sup>st</sup> ___ 2 <sup>nd</sup> ___ 3 <sup>rd</sup> grades (ages 6-9)	<b>and</b> ___ 8:15 a.m. - 3:15 p.m. Mon-Thu Friday, 8:15 a.m. - 1:45 p.m.	<b>or</b> ___ 7 a.m. - 6 p.m. Full Day - Monday-Friday
___ 4 <sup>th</sup> ___ 5 <sup>th</sup> ___ 6 <sup>th</sup> grades (ages 9-12)	<b>and</b> ___ 8:15 a.m. - 3:25 p.m. Mon-Thu Friday, 8:15 a.m. - 1:50 p.m.	<b>or</b> ___ 7 a.m. - 6 p.m. Full Day - Monday-Friday
___ 7 <sup>th</sup> ___ 8 <sup>th</sup> grades (ages 12-14)	<b>and</b> ___ 8:15 a.m. - 3:30 p.m. Mon-Thu Friday, 8:15 a.m. - 2:00 p.m.	<b>or</b> ___ 7 a.m. - 6 p.m. Full Day-Monday-Friday
___ 9 <sup>th</sup> ___ 10 <sup>th</sup> ___ 11 <sup>th</sup> ___ 12 <sup>th</sup> grades (ages 14-18)	<b>and</b> ___ 8:45 am – 4:00 pm Mon-Fri	<b>or</b> ___ 7am – 6:00 pm Full Day – Mon-Fri

**(Please read and sign page 3; return with application)**

#### FOR OFFICE USE ONLY:

Date App. Recd. \_\_\_\_\_  
Fees Paid \_\_\_\_\_  
Date Paid \_\_\_\_\_  
Check No. \_\_\_\_\_  
Data Entry \_\_\_\_\_

#### Founded in 1962

American Montessori Society  
Full Member School

**Accredited By**  
AdvancED (Southern Association of  
Colleges and Schools),  
Texas Education Agency

A Texas Non-profit Corporation  
(I.R.C. Section 501 (c)(3)  
Organization)

All students regardless of race,  
color, creed and national or ethnic  
origin are eligible for enrollment  
at School of the Woods.

NAME OF STUDENT \_\_\_\_\_

(please check all that apply)

Student lives with Father \_\_\_ Mother \_\_\_ Stepfather \_\_\_ Stepmother \_\_\_ Guardian \_\_\_\_\_

Release information to: Father \_\_\_ Mother \_\_\_ Stepfather \_\_\_ Stepmother \_\_\_ Guardian \_\_\_\_\_

Siblings: Name Age  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### General Information

General Health of Student \_\_\_\_\_

Physical Limitations \_\_\_\_\_

Has your student ever been double promoted? No \_\_\_ Yes \_\_\_ What Grade \_\_\_\_\_

Has your student ever repeated a grade? No \_\_\_ Yes \_\_\_ What Grade? \_\_\_\_\_

Has your student been in advanced classes? No \_\_\_ Yes \_\_\_ What Grades & Curriculums \_\_\_\_\_

Does your student have any academic challenges? No \_\_\_ Yes \_\_\_  
What areas \_\_\_\_\_

Has additional special testing or tutoring been indicated at any point in school? No \_\_\_ Yes \_\_\_ What Grade? \_\_\_\_\_

What areas? \_\_\_\_\_

Does your student have any clinically diagnosed learning differences? No \_\_\_ Yes \_\_\_ If yes, please provide a copy of the latest evaluation.  
What diagnosis and when diagnosed? \_\_\_\_\_

Has your student ever been dismissed from school for any reason? No \_\_\_ Yes \_\_\_  
If yes, please explain, including name of school and principal \_\_\_\_\_

Has your student ever had any psychological counseling? No \_\_\_ Yes \_\_\_  
If yes, please explain on a separate sheet of paper, which will NOT become part of the student's permanent record.

Please use the space below for any other pertinent information about the student or family situation (optional)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Admission Procedures

### New applicants, please follow these steps:

1. Complete and submit application form and \$100 application fee, check payable to School of the Woods.
2. Family/student interview (see page 3)
3. Submit academic records, including standardized test scores, for the last two years. (grades 2 – 11)
4. Attach applicant's photo. (required grades 9 – 11; optional through grade 8)
5. Submit teacher recommendations. (required grades 4 – 11)
6. Submit student questionnaire. (required grades 9 - 11)
7. Take the ISEE (Independent School Entrance Examination) and have the results sent to School of the Woods. (grades 9 – 10)

**8. High School Applications (grades 9 – 11) – Deadline December 15**  
Applicable items must be submitted before an application file is complete. Factors for acceptance, when applicable, are family/student interview, academic and extracurricular records, teacher recommendations, and test results. The school seeks students who can meet a strong academic challenge, are personally and socially responsible, and who enjoy learning.

In all cases, the school retains the right to determine, at its sole discretion, whether or not to select a student for admission or to re-enroll a student. Admission decisions are made under the overall supervision of the Admissions Committee.

Submit applicable records to: Admissions Committee  
School of the Woods  
1321 Wirt Road  
Houston, TX 77055

# ENROLLMENT

## PAYMENT PROCEDURES AND POLICIES

In signing this document, I acknowledge reading the policies and procedures of School of the Woods stated below.

NAME OF STUDENT \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_

Date \_\_\_\_\_

### NEW STUDENT ENROLLMENT POLICIES:

Enrollment applications must be accompanied by an **Application Fee of \$100**. This fee is **non-refundable**.

The application fee for new students places children's/adolescents' names in the waiting pool. When vacancies occur, the date order of an application is observed within the limits of age and gender balance in the classroom. Priority is given to siblings and students from other Montessori schools. INTERVIEWS will be scheduled for the children/adolescents and their parents prior to initial school entrance. This interview is intended to: (1) determine the child's/adolescent's readiness for school and placement in the curriculum, (2) familiarize the child/adolescent with the school, and (3) establish mutual understanding between the school and the family.

Upon acceptance of enrollment, Payment 1, equal to one month's tuition and non-refundable, is due in the amount indicated below:

**Early Childhood-Half Day** (ages 2-1/2 - 6) . . . . . **\$810**  
**Early Childhood-Extended Day** (ages 4 - 6) . . **\$1,190**  
**Elementary** (ages 6-9) . . . . . **\$1,495**  
**Upper Elementary** (ages 9-12) . . . . . **\$1,520**  
**Middle School** (grades 7 & 8) . . . . . **\$1,835**  
**High School** (grade 9, 10, 11, 12) . . . . . **\$2,180**

#### Full Day Classes

**Early Childhood-Full Day** (ages 2-1/2 - 6) . **\$1,470**  
**Elementary-Full Day** (ages 6-9) . . . . . **\$1,810**  
**Upper Elementary-Full Day** (ages 9-12) . . **\$1,835**  
**Middle School-Full Day** (grades 7 & 8) . . . **\$2,150**  
**High School Full Day** (grade 9, 10, 11, 12) . **\$2,495**

**Enrollment is to be for the full nine-month school year. EXCEPT: The Early Childhood Full Day Class is a twelve-month program.**

### TUITION PAYMENT SCHEDULE:

Annual tuition paid by July 1, 2020 is discounted four percent (4%).

Payment 1 (new students) . . . . . due April 3, 2020 (non-refundable)  
 Payment 2 . . . . . due July 1, 2020  
 Payment 3 . . . . . due August 1, 2020  
 Payment 4 . . . . . due September 1, 2020  
 Payment 5 . . . . . due October 1, 2020  
 Payment 6 . . . . . due November 1, 2020  
 Payment 7 . . . . . due December 1, 2020  
 Payment 8\* . . . . . due January 1, 2021  
 \***Re-Enrollment Fee for 2021-2022** . . . . . **due February 8, 2021**  
 Payment 9 . . . . . due March 1, 2021  
 (Payment 10 . . . . . due April 1, 2021)  
 (Payment 11 . . . . . due May 1, 2021)  
 (Payment 12 . . . . . due June 1, 2021)

Tuition payments are due and payable in advance by the first day of each month according to the payment schedule. After the 10th of each month a late fee of 10% is due. Failure to pay tuition after 30 days may subject the student to exclusion from classes.

### TUITION-REFUND POLICY:

If, for any reason, the student withdraws or is required to withdraw, the family shall be entitled to a refund of the unused portion of the annual fee **except Payment 1, which is non-refundable.**

**FACILITIES FEE:** An annual Facilities Fee of \$650 is required from each family. This fee is not included in the tuition, is due July 1, 2020, and is **non-refundable**.

### FINANCIAL AID:

Financial aid is available to families able to demonstrate financial need. Funds are limited and fluctuate annually. Requests should be filed with the office after a student has been accepted and before May 1 of the year in which the student enters the school.

### WITHDRAWAL POLICY:

**Written notice of thirty days** is requested before withdrawing a child from school. **Student records, transcripts, teacher recommendations/evaluations will be released only after financial obligations are paid in full.**

### MEDICAL REPORT and IMMUNIZATION RECORD:

**Required** for each child upon initial enrollment as well as annually.

### SAFETY:

**When a student is brought to the school**, he or she must be left in the presence of a staff member. The student will be released only to the parent or the person designated by the parent.

**THE SCHOOL RESERVES THE RIGHT TO TERMINATE THE ATTENDANCE OF ANY STUDENT WHOSE PRESENCE IS CONSIDERED BY THE SCHOOL TO BE DETRIMENTAL TO THE BEST INTEREST OF EITHER THE STUDENT OR THE SCHOOL**

## 2020 - 2021 TUITION SCHEDULE

Classes	Hours	Monthly Payments	Annual Tuition	Annual Tuition at 4% Discount (Due July 1, 2020)
<b>Early Childhood</b>				
Half-Day Class (Ages 2 1/2-6)	8:30 am - 11:30 am Mon - Fri	\$810	\$7,290	\$6,998
Extended-Day Class (Ages 4-6)	8:30 am - 2:30 pm Mon-Thu 8:30 am - 1:00 pm Fri	\$1,190	\$10,710	\$10,282
Full-Day Class (Ages 2 1/2-6)	7:00 am - 6:00 pm Mon – Fri <i>12-month program</i>	\$1,470	\$17,640	\$16,934
<b>Elementary</b> (Ages 6-9)	8:15 am - 3:15 pm Mon –Thu 8:15 am - 1:45 pm Fri	\$1,495	\$13,455	\$12,917
<b>Upper Elementary</b> (Ages 9-12)	8:15 am - 3:25 pm Mon – Thu 8:15 am - 1:50 pm Fri	\$1,520	\$13,680	\$13,133
<b>Middle School</b> (Grades 7, 8) (Ages 12-14)	8:15 am - 3:30 pm Mon – Thu 8:15 am – 2:00 pm Fri	\$1,835	\$16,515	\$15,854
<b>High School</b> (Grades 9,10,11,12)(Ages 14-18)	8:45 am - 4:00 pm Mon – Fri	\$2,180	\$19,620	\$18,835

**Full-Day Classes for Elementary, Upper Elementary, Middle School, & High School are available for additional fees. The payment schedule follows.**

Elementary (Ages 6-9) Full-Day	7:00 am - 6:00 pm <i>9-month program</i>	\$1,810	\$16,290	\$15,638
Upper Elementary (Ages 9-12) Full-Day	7:00 am - 6:00 pm <i>9-month program</i>	\$1,835	\$16,515	\$15,854
Middle School (Grades 7, 8) Full-Day	7:00 am - 6:00 pm <i>9-month program</i>	\$2,150	\$19,350	\$18,576
High School (Grades 9,10,11,12)) Full-Day	7:00 am - 6:00 pm <i>9-month program</i>	\$2,495	\$22,455	\$21,557

An annual Facilities Fee of \$650 is required from each family. This fee is not included in the tuition, is due July 1, 2020, and is non-refundable.

The Upper Elementary, Middle School, and High School students participate in off-campus field studies of one to two weeks duration each school year. The cost for these experiences varies according to expenses for transportation and lodging and has been approximately \$800 - \$2300 per school year for the Upper Elementary and the Middle School. Field studies for the High School held outside of the United States may cost up to \$2500. Upper Elementary, Middle School, and High School students may incur additional charges for textbooks. Athletics for Middle School and High School are available after school at an additional fee.