



2012-2013 APPLICATION

Application Deadlines:

- October 21: Deadline for WCNS Board applications
- October 28: Deadline for returning family applications
- November 4: Deadline for new family applications

Other Important Registration Dates:

- November 7: Applications processed
- November 14: Notification of placement or wait list e-mailed

REGISTRATION POLICIES:

- Submit your application as soon as possible as they will be processed in the order received following the enrollment priorities outlined below.
- Please submit applications in person or by mail to Winnetka Community Nursery School, 800 Pine Street, Winnetka, Illinois 60093.
- Telephone conversations do not constitute registration.
- All applications must include both a completed application and a **\$100 non-refundable** application fee. Please make checks payable to Winnetka Community Nursery School.
- Parents of children that are multiples should in all cases fill out a separate application for each child and pay a separate \$100 non-refundable application fee.
- If it is necessary to make changes to a submitted form, it must be done in writing.
- Please contact our Registrar, Alex Wood at (847)446-0063 or awood1226@gmail.com with any questions regarding receipt of applications.
- **We reserve the right to cancel or change class offerings/programs at any time.**

ENROLLMENT PRIORITIES:

We hope to accommodate all families who wish to enroll their children in our programs. Applications are processed using your first, second and third choices. If a class has more applications than spaces, placement is prioritized as follows:

1. Children whose parents are WCNS Board or Staff members (including Honorary Board members);
2. Children currently enrolled in WCNS or siblings of children currently enrolled in WCNS prior to the 2012-13 school year (Returning Families);
3. All other children applying for registration before the applicable deadline (New Families);
4. Children applying for registration after the deadline for New Families.

If a class fills using the above enrollment priorities, a waiting list will be established.

Applications for Splendid Day, our extended day enrichment program for three-to-six year old children, will be processed in the order of the highest number of days requested. Splendid Day meets from 11:30 – 4:30 Monday through Friday. **Requests for one day of Splendid Day will not be processed until May 9, 2012.** Until such time, requests for multiple days of Splendid Day will take priority. **Reduction of Splendid Day days after the placement process may result in forfeiture of all days of Splendid Day and Nursery School.**



Accredited by the
National Academy
of Early Childhood
Programs

2012-2013 TUITION SCHEDULE & POLICIES

- All tuition payments are **NON-REFUNDABLE** and **NON-TRANSFERABLE**.
- Total yearly tuition is due in two equal installments, on January 27, 2012 and April 27, 2012. Invoices may be sent via the email provided on the application.
- A **\$25 fee** will be charged for any returned checks.
- A **\$100 late fee** will be charged for any payments made more than 10 days after the due date.
- Failure to pay either installment by the due dates may result in **forfeiture** of class enrollment.
- If applying for a single day of Splendid Day, you will be notified of placement after May 9, 2012 and you will be billed for the full amount, due within two weeks of billing.
- Notice of withdrawal from any WCNS program must be confirmed in writing to our Registrar, Alex Wood c /o Winnetka Community Nursery School, 800 Pine Street, Winnetka, Illinois 60093 or at awood1226@gmail.com.
- For those registering for both Nursery School and Splendid Day, reduction of Splendid Day days after the placement process may result in forfeiture of all days of Splendid Day and Nursery School.
- Special financing arrangements may be available on an as-needed basis. Please contact our Vice President, Finance, Sara Knight, at (847) 784-8256 or sarakknight@gmail.com
- 2012-2013 tuition is as follows:

Nursery School Programs:

Program	Total Tuition
Younger 2s and Older 2s (2 days)	\$3,070
AM 3s (3 days)	\$3,590
PM 3s and PM Junior Kindergarten (4 days)	\$4,690
AM Junior Kindergarten	\$5,700

Splendid Day:

Number of Days	Program Cost	Required Lunch Fee	Total Tuition
1 day	\$1,970	\$200	\$2,170
2 days	\$3,940	\$400	\$4,430
3 days	\$5,250	\$600	\$5,850
4 days	\$6,580	\$800	\$7,380
5 days	\$7,680	\$1000	\$8,680

Child/Family Information:

Child's Name:	Date of Birth:	Gender	M	F
Parent's Name:	Parent's Name:			
Address:	City:	State:	Zip:	
Home Phone:	Mobile Phone:			
Work Phone:	Email:			
Siblings:				

Are you a **New Family** to WCNS? Yes _____ No _____

Are you a **Returning Family** to WCNS? Yes _____ No _____

Are you an active or Honorary **Board Member**? Yes _____ No _____

Would you like information on becoming a Board Member? Yes _____ No _____

Your signature confirms that you have **completely read and fully understand** our registration policies, procedures and enrollment priorities, including the terms of our tuition payments and our **no refund** policy as clearly outlined in this application.

Parent's Signature

Date

Class Selections:

Please number your first, second and (where applicable) third choice. If you select only one class, your child **will not** be placed on the wait list for another class. Families who receive a placement in their second or third choice will automatically be wait-listed for their other choices.

Two Year Olds	Three Year Olds	Jr. Kindergarten	Splendid Day
<p>Younger 2s Child must be born between 1/1/10 – 8/31/10</p> <p>_____ 2 days AM, T/Th 8:45 – 11:15 a.m.</p> <p>Older 2s Child must be born between 9/1/09 – 2/28/10</p> <p>_____ 2 days AM, T/Th 8:45 – 11:15 a.m.</p>	<p>_____ 3 days AM, MWF 8:45 – 11:15 a.m.</p> <p>_____ 4 days PM, M-Th 12:30 – 3:00 p.m.</p> <ul style="list-style-type: none"> Child must be 3 by September 1, 2012 PM 3s and PM JK classes may be combined based on enrollment 	<p>_____ 5 days, M – F Morning JK 8:45 – 11:15 a.m.</p> <p>_____ 4 days PM, M – Th 12:30 – 3:00 p.m.</p> <ul style="list-style-type: none"> Child must be 4 by September 1, 2012 PM 3s and PM JK classes may be combined based on enrollment 	<p>Check days requested:</p> <p><input type="checkbox"/> Monday</p> <p><input type="checkbox"/> Tuesday</p> <p><input type="checkbox"/> Wednesday</p> <p><input type="checkbox"/> Thursday</p> <p><input type="checkbox"/> Friday</p> <ul style="list-style-type: none"> Child must be 3 by September 1, 2012 Meets 11:30 – 4:30 p.m. AM nursery school children transition directly from AM class Dist. 36 children bus directly from kindergarten Organic, hot-lunch Mixed-age classroom