

215 Boulevard ▪ Mountain Lakes, NJ 07046 ▪ (973) 263-1818 ▪ fax (973) 331-9459
theacademy@optonline.net ▪ www.theacademyforchildren.org

Open Enrollment Registration Event for 2012-2013
Pre-School Full & Half Day Programs
Before & After School Programs

****“Learning Leaps” Kindergarten Registration to be announced pending Mtn. Lakes School District’s Extended Day Decision on or about February 15th, 2012.**

January 2012

Dear Returning and New Prospective Parents,

We welcome you to The Academy’s Open Enrollment and Registration Event for the upcoming school year, 2012-2013. This year, ***the open enrollment registration period is time sensitive***. We encourage families to sign up on the designated dates and times to ensure placement for their children in 2012-13. Spaces are limited. Signing up within this Open Enrollment Period ensures sibling and other discounts, which are no longer available after the open enrollment registration dates.

Open Enrollment Registration Dates: Visit us In Person

- * **January 23rd Monday : 9-10 am & 1:30-2:00 pm -- For Current Students**
- * **January 24th Tuesday: 10 am – 2 pm --- For New Students**

To ensure your placement and discounts, ***we encourage your registration in person***. However, registration can be made by mail. *Letters must be postmarked on the above dates to qualify for the discounts.*

Entering The Academy: Please park in the upper parking lot. You may enter through The Academy’s double brown entry doors, or the door directly off the parking lot leading to the large gym. Registration will take place in the gym. Bring your completed Application Forms and deposits.

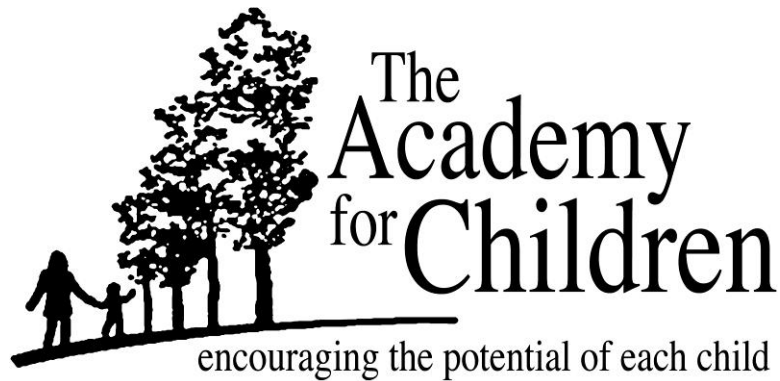
Please do not hesitate in calling with questions, or requests for additional application packages for your friends. We appreciate your sharing our program with your friends who value education.
Look forward to hearing about our after school ENRICHMENT CLASSES for K-3rd grade!

We look forward to welcoming you into our Academy Family of Involved, Caring, Thoughtful Parents and Faculty working together, dedicated to leading children towards their phenomenal potential.

Most sincerely,

Barbara C. Frey and Marjorie McCabe-Peacock
Directors

Enclosures



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2012-Application-2013 for Children ages 2-6
The Academy's Pre-School and
Learning Leaps Kindergarten Enrichment Programs-Full & Half Days

Today's Date: _____

Child's Name: _____

Please complete a separate "Application" for each child enrolled.

Please complete & mail: (Early Application is Encouraged)

1. ***Application Fee** (non-refundable)
 - If new to The Academy: \$200
 - If attended The Academy's 11-12 Program: \$100.
 - If enrolling 2 or more returning students: \$150 per family
2. ***Tuition Deposit:** \$500 (towards 1st installment)
3. Completed:
 - Application
 - Agreement
 - Intake Form
 - If new: complete in full
 - If returning: complete first page only (to solid line)
4. Physicians Order for Administration of Medication(Epipen or other):
 - If your child requires medication that may need to be administered at The Academy - Please contact the office for the proper form/s.
5. Check you Enrollment Selection/s: choice of days/per week
 - **Minimum selections: 3 half days per week**
 - **Maximum selection: 5 AMs & 5 PMs (or 5 full days)**

In September my child will be attending: (check all that apply)

The Academy for Children Pre-school Program

The Academy "Learning Leaps" Kindergarten Program

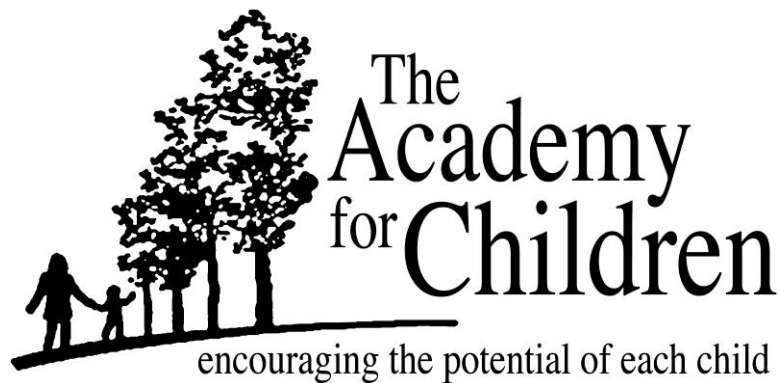
The Academy Before and/or After School Program

The Academy Lunchtime 11:30-12

Public School Kindergarten

| | M | T | W | R | F | # of half days |
|------------------------------|---|---|---|---|---|-----------------------------------|
| AM | | | | | | |
| PM | | | | | | |
| Total # of half days: | | | | | | _____ |
| LUNCH | | | | | | Total # of lunch days: ___ |

* Tuition deposit (\$500) and application fee can be combined into one check made payable to The Academy for Children.



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2012 Fee Schedule 2013

No add on fees: Tuition Rates include: full 10 month (Sept-June) school year, art, music & movement, computer, individualized curriculum, differentiated education, parent classes and involvement

*Sibling rates and discounts are only available during "Open Enrollment Registration, January 23rd & 24th, 2012

- 5 Installments amortized into payments as follows: (sibling rates below)
 \$500 due with application and on May 15th, balance of 1st installment is due.
 Remainder full installments: Sept 15th, Nov 15th, 2012 and Jan 15th, Mar 15th, 2013
- Cumulative rates available upon initial enrollment only

| # of half day sessions | Each Full Installment Payment | *Sibling Discount |
|------------------------|-------------------------------|-------------------|
| 3 | \$1220 | \$1160 |
| 4 | \$1330 | \$1264 |
| 5 | \$1420 | \$1350 |
| 6 | \$1540 | \$1462 |
| 7 | \$1660 | \$1577 |
| 8 | \$1780 | \$1690 |
| 9 | \$1890 | \$1795 |
| 10 | \$2000 | \$1900 |

Lunch Fees: (apply only for children younger than 3years 5 months by 9-1-12)

*Sibling rates available during Open Enrollment Registration only.(January 23rd & 24th, 2012)

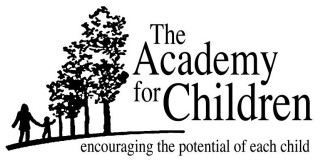
- 11:30am-12:00noon, Monday through Friday
- 5 Amortized installment payments due:
 May 15, Sept 15, Nov 15, 2012 and Jan 15, Mar 15, 2013

| Circle days of week: M T W R F | # of lunch days per week | 1 st child | Sibling Rate (if more than 1 child attends that/those day/s) |
|-----------------------------------|-----------------------------|-----------------------|---|
| | 1 | \$100 | \$50 |
| | 2 | \$160 | \$80 |
| | 3 | \$210 | \$105 |
| | 4 | \$250 | \$125 |
| | 5 | \$270 | \$135 |
| | | | |

Lunch Fees: on an as needed basis: \$15.00 per session

Before & After School Programs: Available 8-9am & 2:30-4pm. Application enclosed.

The Academy for Children admits students regardless of sex, race, and religious beliefs, or national or ethnic origin to all rights, privileges, programs and activities available to students of the school.



**AGREEMENT
The Academy Program
2012-2013**

1. Once accepted into The Academy, all fees, tuition deposits and installments are nonrefundable:
 - A. APPLICATION FEE:
 - \$200 for each student applying to The Academy for the first time
 - \$100 for each child who has attended The Academy's 2011-2012 Program
 - \$150 if enrolling 2 or more RETURNING students (no more than \$150 per family of returning students)
 - B. TUITION DEPOSIT: \$500 due with signed contract (towards 1st installment)
2. All Fees are ANNUAL fees for which the person signing below is responsible for paying in full. No credits or refunds will be given due to illnesses, religious or legal holidays, public or other school schedule conflicts, family vacations, early withdrawal or decreased days/times after initial enrollment. Missed days cannot be made up on other days because of staffing and class size restraints. The Academy generally but not always follows Mountain Lakes Public Wildwood School's calendar, September through June.
3. For convenience, the annual fee is amortized into 5 installment payments, which are due:
 - May 15th, 2012 (less \$500.00 deposit) • September 15th, 2012 • November 15th, 2012
 - January 15th, 2013 • March 15th, 2013

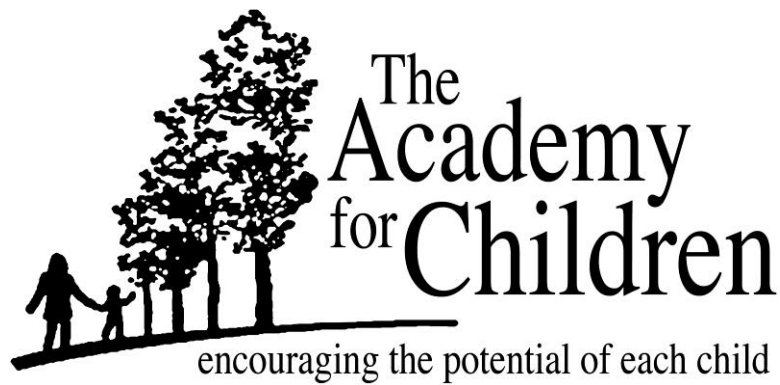
Any questions/and or difficulties with this payment schedule should be discussed before signing this Agreement. This Agreement is binding. It is your responsibility to remit tuition payments by the above dates. The tuition payments due are not dependent upon billing. The Academy provides monthly statements.
4. LATE FEES: \$40 per month for any payments overdue by 60 days. I realize I am responsible for these fees.
5. Late dismissal and/or early arrival beyond five (5) minutes of your child's schedule will require additional staffing to ensure the child is well monitored. The fee billed the parents will be \$10 for each ten minute increment beyond the schedule.
6. Parents may request occasional additional half or full days. If space and staffing permit, these may be available from time to time and are billed at \$45 per half day added and \$90 per full day requested.
7. **Schedule changes made after Open Enrollment will result in a \$200.00 administration fee** for each occurrence. Discounts will not apply to additions/changes after open enrollment (January 23rd & 24th 2012). Parents may permanently add half or full days if the office determines space and staffing are available. The new tuition amount may be prorated from the month of change through June.
8. Once this agreement is signed, I realize I am committed and agree to the rates and fees written here within.
9. Parents are advised in advance that changes may not be possible, so initial selections should be made carefully.
10. A \$40 fee will be charged for each check returned from the bank.
11. A \$40 fee will be charged for each VISA/MasterCard payment that does not go through. It is the parent's responsibility to keep the office updated on any card changes.
12. No student will be released to anyone other than his/her parent without a transportation release signed by the parent in advance of dismissal.
13. I understand that sibling rates and discounts are only available during "Open Enrollment Registration" , January 23rd & 24th, 2012.

I, _____ have read the above policies (one through eleven) and realize my commitment to an ANNUAL fee payable in 5 INSTALLMENTS of \$_____ (less my \$500.00 deposit paid on my 1st installment). This total installment amount includes \$_____ for tuition plus \$_____ for before school programs and \$_____ for lunch stay and \$_____ for after school programs. Each installment payment is due as outlined above. I realize there will be NO CREDITS or refunds given for absences due to illness, holidays, family vacations, or early withdrawal. I also realize my commitments to the above policies, fees and payment schedule. All payments are to be made by check to: The Academy for Children, 215 Boulevard, Mountain Lakes, NJ 07046.

Date _____ Signed _____
Parent or legal guardian

Date _____ Signed _____
Academy Representative

The Academy for Children, Inc. admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the The Academy. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions, policies, scholarships and loan programs, athletic and other Academy for Children-administered programs.



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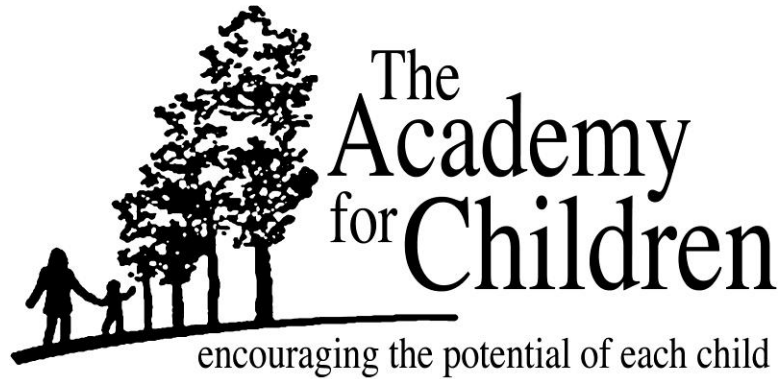
Before & After School Programs

Providing fun and exciting Activities: Register Now!

| | |
|--|---|
| <p>Rise and Shine Stretch and Grow A Before School Program</p> | <p>Action Adventures An After School Program</p> |
| <p><u>Daily 8-8:30 & 8:30-9</u> Stretching activities, reading, songs, games and many activities to begin the day</p> | <p><u>Monday through Friday: 2:30-3</u> <u>Monday through Thursday:</u> <u>3/3:15-3:30 • 3:30-4</u> Fun action games, movement, songs and crafts</p> |
| <p>Mandarin Chinese Club An After School Program</p> | <p>Academy Children's Theatre With Action Adventures: An After School Program</p> |
| <p><u>Monday & Wednesday 2:30-3:15 pm</u> Learn fundamentals of culture and language • hands on activities • learn listening and speaking skills</p> | <p><u>Tuesday & Thursday 3-4pm</u> Play theatre games, explore rhythm, dance, music, performance: with student crafted props, instruments, costumes, masks....ACT!!!</p> |

Private Tutoring Available - Call Office to Schedule

The Academy For Children is a non-profit, tax exempt, non-sectarian, 501(c)3 school and educational organization encouraging the extraordinary and phenomenal potential of each child through programs for the development and education of children, parents and professionals.



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2012 - Fun Before & After School Programs - 2013 Information & Enrollment for Time Modules: 8-8:30, 8:30-9:00, 2:30-3:00, 3-3:30, 3:30-4:00

When: Monday through Fridays

What: ● **Before School Program:** Rise & Shine Stretch and Grow (Modules from 8 through 9 am)

● **After School Programs:** Action Adventures, *Mandarin Chinese Club (Modules from 2:30-4pm)

| Modules: (sessions) | Before School Programs | | | After School Programs | | |
|------------------------|--|--|--|--|--|---|
| | *Special request only- 7:30-8 | 8-8:30 | 8:30-9 | 2:30-3 | 3-3:30 | 3:30-4 |
| Monday | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> *Mandar in Chinese Club | <input type="checkbox"/> *Mandarin Chinese Club | <input type="checkbox"/> Action Adventures |
| Tuesday | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Action Adventures | <input type="checkbox"/> ACT | <input type="checkbox"/> ACT |
| Wednesda y | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> *Mandar in Chinese Club | <input type="checkbox"/> *Mandarin Chinese Club | <input type="checkbox"/> Action Adventures |
| Thursday | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Action Adventures | <input type="checkbox"/> ACT | <input type="checkbox"/> ACT |
| Friday | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Rise & Shine, Stretch & Grow | <input type="checkbox"/> Action Adventures | NA | NA |

I am interested in private tutorials - Office will contact you regarding available times and fees

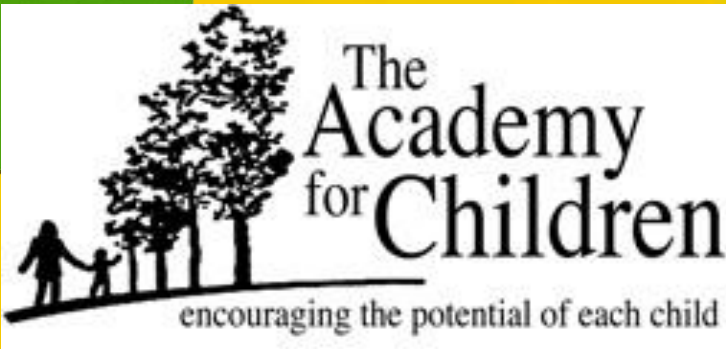
Annual Fees for School Year: Based on total # of modules (sessions) selected above

- 5 Installments amortized into payments due: May 15, Sept 15, Nov 15, 2012 and Jan 15, Mar 15, 2013
 - ◆ **Sibling Rate:** 10% discount only available during Registration Open Enrollment, January 23rd & 24th, 2012
 - ◆ Cumulative rates available upon initial enrollment only—if adding sessions later, tuition begins with the 1st, 2nd, etc. modules ...cumulations cannot be made after initial enrollment.

| # of sessions-modules | Amortized Fee | # of sessions | Amortized Fee | # of sessions | Amortized Fee | # of sessions | Amortized Fee | # of sessions | Amortized Fee |
|-----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 1 | \$100 | 6 | \$365 | 11 | \$635 | 16 | \$890 | 21 | \$1150 |
| 2 | \$160 | 7 | \$430 | 12 | \$690 | 17 | \$945 | 22 | \$1205 |
| 3 | \$210 | 8 | \$475 | 13 | \$740 | 18 | \$1000 | 23 | \$1255 |
| 4 | \$250 | 9 | \$510 | 14 | \$775 | 19 | \$1035 | 24 | \$1295 |
| 5 | \$270 | 10 | \$540 | 15 | \$800 | 20 | \$1055 | 25 | \$1315 |

Daily Fees Per Session: sessions may be selected on specific dates for \$15 per session

***Mandarin Chinese Club:** annual surcharge of \$200 plus \$25.00 subscription fee per student twice a year. To add fun to the learning process online material will provide parents with reinforcement at home with child friendly animation, songs, homework and projects.



**Full School Year Pre-School, Rising 5's & "Learning Leaps" Kindergarten Programs
Fun Summer Science Camp
Ages 2 through 6**

***Individualized Curriculum
Small Student/Teacher Ratio
Full and/or Half Day Programs
Before and After School Enrichment***



a b c

ENROLLING NOW :

Preschool, Rising 5's, Camp, and Learning Leaps Kindergarten

After School:

Enrichment Skills K-3

Dance Caravan

Mandarin Chinese

"Creation Station" Art

abcde



OUR PROGRAM OFFERS:

Building Your Child's Foundation for a Lifetime of Excellence -

Academics and Readiness

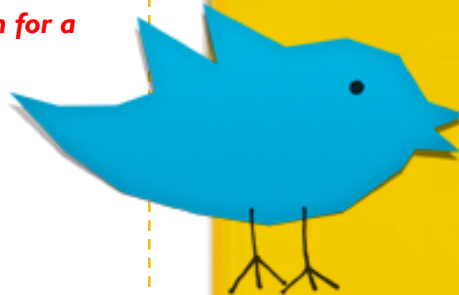
- "Math and Reading for Me"
- Science and Social Studies
- Mac Computer Playground
- Interactive French and Spanish

Social, Creative & Physical Development

- Kindness & Character Building Skills
- Creative Writing and Handwriting
- "What I See and Draw" Art
- "All That Music & Movement"
- Large Gymnasium and Outdoor Play

Parent Education and Support

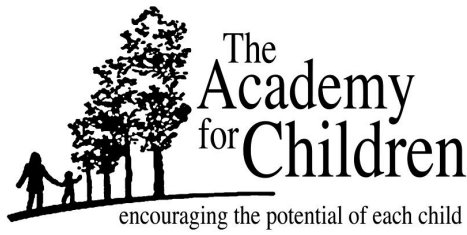
- Parenting Classes, advice and assessment to guide child's full potential



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2012 - Intake Form - 2013

- If a new student complete in full
- ****Returning students complete only to the solid line below**

Student's Name: _____
 Today's Date: _____

Please clip copy of or
 Student's Photo here.
 (for new and returning
 students)

Student: Full name: _____

Nickname(you wish your child to use): _____

Date of Birth _____ City/ State of Birth _____

Age as of September 20__ : Years: _____ Months: _____

Male Female

Please Indicate Race (Optional): _____

Address: _____

City _____ State _____ Zip Code _____

Home Telephone:(_____) _____

Please list all members of the student's family household:

Parent(s): _____

Other adult(s): _____

| <u>Sibling/s</u> | <u>Age</u> | <u>School</u> |
|------------------|------------|---------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Family Status:

Parents married Parents separated

Parents divorced Parent deceased

Child lives with: _____

Was student adopted? Yes/No At what age: _____

Name and relationships of any family member/s who have attended
 The Academy:

How did you hear about The Academy?: _____

Father's full name: _____

Date of Birth: _____

Address if Different from child's: _____

(_____) _____ (_____) _____

Home Phone _____ Work Phone _____

(_____) _____

Cell Phone _____ e-mail _____

Employer _____

Position _____

Colleges attended; degrees _____

Mother's full name: _____

Date of Birth: _____

Address if different from child's: _____

(_____) _____ (_____) _____

Home Phone _____ Work Phone _____

(_____) _____

Cell Phone _____ e-mail _____

Employer _____

Position _____

Colleges attended; degrees _____

What holidays do you and/or your immediate family celebrate:

What special talents would you be willing to share with The
 Academy: _____

**If your child is a returning student, *stop* here at solid line:

2012-2013

MEDICAL

INFORMATION:

- Birth weight ____lbs. ____oz. Normal delivery/Complications: _____
- Pertinent medical, neurological, visual, hearing, therapeutic, psychological and/or educational testing/tutoring:
 Date Examined by Test/Evaluation results
 Recommendations

- Surgeries: What/When: _____
- Seizures: yes / no Current / Past Types: _____ Frequency: _____ Medication/s: _____
- Other Medications: Prescription: yes / no Over the counter: yes / no List medication/s: _____
- **IF PHYSICIAN ORDERED MEDICATION IS REQUIRED: PLEASE CONTACT THE OFFICE FOR RELEASE FORMS NOW**

- List any medical conditions that may limit any activity? _____
- History of any broken bones: _____

GENERAL HEALTH, DIET AND ACTIVITY LEVEL

Describe the child's diet: _____
 Food allergies? yes / no / never been tested If yes, please list: _____
 History of ear infections/congestion? yes / no Decongestants/medications used: _____
 Glasses? yes / no If yes, what is the prescription for: _____
 Child sleeps from ____ to ____ Does your child still require a nap? yes / no from: ____ - ____
 Daily physical activities enjoyed: _____

BEHAVIOR

List your child's specific positive behaviors: _____
 List any negative behaviors you would like addressed: _____
 Your specific behavioral goals for your child: _____

DEVELOPMENTAL MILESTONES

Please list the age when your child first:
 crept (on hands and knees) ____ years ____ months
 walked ____ years ____ months
 toilet trained ____ years ____ months
 spoke first word ____ years ____ months
 spoke in sentences ____ years ____ months

Describe your child's coordination and balance: _____
 Is your child in diapers? (day) yes / no (night) yes / no
 If your child is in the process of being toilet trained, The Academy will coordinate with you during this process. Please list your current routines: _____

LANGUAGE, READING, AND MATH

Describe any articulation concerns giving specific examples of initial or ending letter sounds, stammer/stutter: _____
 Child speaks in # ____ words / phrases / sentences Give example: _____
 Child can count to # ____ Child can ID numerals 1-9 ____ Child can ID: uppercase: A-9 ____ lowercase: a-9 ____
 Does your child enjoy being read to? yes / no

HAND PREFERENCE: circle one or if both hands used - circle both

writing/scribbling: left / right bat/ball: left / right throwing: left / right
 Describe how your child holds a pencil/crayon: _____ Any concerns? _____

EDUCATIONAL EXPERIENCES

List any previous schools/programs/lessons attended and dates of attendance _____

STRENGTHS

- Exceptional abilities, academic, physical, artistic, musical: _____
- What activities does your child enjoy outside of school? (e.g. sports, major interests, etc.): _____

CONCERNS

- Share any event which may be affecting your child adversely: _____
- Has your child experienced any difficulties in school? _____

GOALS

- What do you feel The Academy can best offer your child? _____