



Application for Admission
 Twin Spring Farm Day School
 1632 East Butler Pike
 Ambler, PA 19002
 215-646-2665
 www.twinspringfarm.org
 info@twinspringfarm.com

20____ 20____ School Year

Pupil Applicant

 (Last Name) (First Name) (Middle Name) (Nick Name) (Date of Birth M D Y)

Address _____ M F
 (Street) (Home Phone) (Sex)

 (City) (State) (Zip) SS # (school district)

Religious Affiliation: _____
Names of other Schools attended: _____
Names of Teachers at last school: _____
Names of Summer Camps attended: _____
Referred to Twin Spring Farm by: _____

Parents are:
 Married Separated
 Divorced Widowed
 Remarried Partnered

Child lives with:
 Mother Stepmother
 Father Stepfather

Do you want your name, address, and phone number published in the class list? (please check) Yes No

Parent or Guardian Information

1.		2.	
(name)	(relationship to applicant)	(name)	(relationship to applicant)
(cell Phone)	(email address)	(cell Phone)	(email address)
(home address if different than above)		(home address if different than above)	
(name of employer)		(name of employer)	
(nature of business)		(nature of business)	
(position held)	(work phone)	(position held)	(work phone)

OTHER CHILDREN IN FAMILY

Name	Sex	Age	School Attending	Camp Attending

PATERNAL GRANDPARENTS OF APPLICANT		MATERNAL GRANDPARENTS OF APPLICANT	
(name)	(home phone)	(name)	(home phone)
(address)		(address)	

ALLERGIES OR SPECIAL CONSIDERATIONS:

EMERGENCY CONTACT:
 (name, address and phone #)

Has applicant any history of an unusual experience, physical or emotional, which has required treatment, concern, or which would require special consideration as a pupil of the school?
 (yes no) If "yes", please attach a separate explanation. Withholding such information can handicap your child's development if the school is unaware of any problems. All information is confidential to this school.

(Please complete reverse side)

Office Use Only: Name _____	Date _____	Account # _____	Home and School Dues: \$50.00
Deposit \$ _____	Check # _____	Credit Card _____	Check # _____ Date _____ Name _____

TERMS OF ENROLLMENT

A **\$250.00** application fee payable to Twin Spring Farm is required to reserve an applicant's place in the school and a **\$50.00 fee payable to the "TSF Home and School"**. The application fee will be credited on the tuition statement, but is **not refundable or transferable in case of withdrawal**. Applicants are accepted for the entire school year. Upon acceptance the full tuition and other charges for the entire school year are due and payable to the school in accordance with the plan selected below, regardless of any absence, withdrawal, suspension or dismissal of the student, whether or not such action occurs at the initiative of the school. Screening is necessary within 30 days to complete application for new students. Final acceptance is held until screening is completed and all required papers are submitted and reviewed, at which time you will receive an acceptance card. Placement Reservations will not be held if July 1st payments are not received by July 1st. Permission is granted that information about my child can be shared with Twin Spring Farm Day School Staff for the well being of my child.

Applicants are accepted for the school year and full tuition for this period is required. The school, in its sole discretion, will determine the grade and class in which the student will be placed.

We give permission for **Twin Spring Farm** to publish or use for advertising any photograph, video, CD, VHS, DVD, TSF internet web site or like technology in which our child appears.

There shall be no reduction or abatement of the school tuition and fees by reason of the absence, withdrawal, suspension or dismissal of a pupil. If said absence, suspension or dismissal occurs prior to payment of any charges or tuition, said tuition and subsequent charges, if any, are still due and payable. The school reserves the right to suspend, dismiss or demand the withdrawal of a pupil whose physical condition, conduct, influence or behavior, or parental influence is deemed unsatisfactory or detrimental to the best interests of the school. The school reserves the right to place each student in the class determined by the admission process.

Any account **not paid** by the 1st of each month or when due will be charged **\$25.00** per payment per month service charge and assessed 1.25% interest charge per month on outstanding balances.

A \$25.00 charge will be made for each check returned for non-sufficient funds. Following a second non-sufficient funds check, only a bank check or money order will be accepted for payment. TSF cannot be responsible for bank errors of any kind.

All accounts must be cleared before conferences, testing, and records are released to parents, schools or graduation and receipts of diploma.

Tuition may be paid by 4 plans: (check box to indicate plan selected. Not available to Toddler program.)

- 1. One Payment - \$250.00 with application. Required items fees and tuition balance are due 7/15/13
- 2. Two Payment - \$250.00 with application. Required items fees and one half tuition balance are due 7/15/13. Final balance is due 1/15/13.
- 6. Six Payment - \$250.00 with application. Required items fees and one sixth tuition payment are due 7/1/13, 9/1/13, 11/1/13, 1/2/14, 3/1/14. Final balance due 5/1/14.
- 12. Twelve Payment - \$250.00 with application. Required items fees and one twelfth tuition payment are due 6/1/13 and on the first of each consecutive month with the final balance due 5/1/14. (note: enrollments after 6/1/13 will be required to pay all due payments prior to selecting this plan.)

Programs (check appropriate boxes):

Nursery (age 3 as of 8-1)	Transitional Kindergarten	Pre-First	Elementary
<input type="checkbox"/> 3 Days <input type="checkbox"/> Half <input type="checkbox"/> Full	<input type="checkbox"/> Half day (5 days)	<input type="checkbox"/> Full day (5 days)	<input type="checkbox"/> Grade 1
<input type="checkbox"/> 5 Days <input type="checkbox"/> Half <input type="checkbox"/> Full	<input type="checkbox"/> Full day (5 days)		<input type="checkbox"/> Grade 2
<input type="checkbox"/> Combo 5 Days (5 am with 2 - 3 pm)	<input type="checkbox"/> Combo (5 am with 2 - 3 - 4 pm)		<input type="checkbox"/> Grade 3
<small>(please circle one)</small>	<small>(please circle one)</small>		

Morning and Afternoon Clubs: A) 7:00 A.M. to 9:00 A.M. B) 3:30 P.M. to 6:00 P.M. Tardy arrivals after 6:00 P.M. will have an additional charge of \$1.00 per minute or any part thereof, payable directly to the staff member for her personal time.

Transportation: Public School Transportation Act 372 AM PM Both Township School District: _____
 Own Transportation (✓ Check here if not interested in being added to a car pool list)
 Car Pooling (✓ Check here if Name, Address, and Phone number may appear on the car pool list)

\$250.00 application fee is paid herewith and upon acceptance of this application and the enrollment of the child named herein, I hereby agree to pay \$_____ tuition for the school year of 20___ 20___ I hereby agree to pay tuition according to the payment plan chosen above, and I acknowledge my responsibility and all cost in regard to legal collection if necessary.

Twin Spring Farm will be responsible only to the enrolling parent/parents or guardian/guardians submitting and signing the application as well as paying the tuition for said student. If there is need for duplicate records, reports, conferences, etc., for any reason, there will be an additional yearly charge of \$200.00 per student. In making this application I subscribe for the duration of the applicant's enrollment at the school to the terms and regulations of the school as set forth in its latest publications, notices, tuition schedule and assume full liability for all indebtedness incurred on account of tuition and purchases, etc., by the applicant. I (we) have read, fully understand and agree to the **TERMS OF ENROLLMENT** and have affixed our signatures thereto.

Signature of both Parents or Guardians _____

Signature	Date
Signature	Date