



Application
School Year 2017 – 2018

Juguemos a Cantar
SPANISH INSTITUTE

Dear families,

Thank you for considering Juguemos a Cantar for your child's education. Our application period runs from November 15th to December 30th.

How to Apply:

Attend one of our tours.

Fill out pages 3 – 4 of this form and return to us by mail or email.

Send in your application fee of \$ 75 by mail. Checks made to *Juguemos a Cantar LLC*.

Acceptance Letter:

Families will receive their schedule confirmation by January 16th with additional information and school forms. Forms include tuition and enrollment conditions, consent form, emergency contact list, among others. Health forms are due August 15th.

What Happens Next?

Once you have completed your child's enrollment his/her spot is reserved for the full school year.

School information like our parent handbook which includes policies, what to bring on the first day, supplies list, and a calendar will be sent at the end of June.

Important Dates:

Acceptance Letters will be sent out January 16th.

Families have until January 25th to complete their enrollment.

School Dates (Tentative):

Play Dates: Thursday, September 7th and Friday, September 8th.

First Day: Monday, September 11th.

Enrollment After December 30th: Please contact us for possible availability.

Please send all mail to the address below. If you have any questions, you can reach us at info@juguemos.org or spanishinstitutebrooklyn@gmail.com.

Juguemos a Cantar - Office:

Monday through Friday

9:00 am to 3:00pm

357 6th Street

(917) 453 - 1187

info@juguemos.org / spanishinstitutebrooklyn@gmail.com

*Submitting an application does not guarantee your child's admittance.
Your APPLICATION will be considered ONCE we receive ALL of the above-mentioned requirements.*

FEES & TUITION 2017 / 2018

Fees to apply:

\$ 75 Application Fee (Non-Refundable)

Due at Acceptance:

\$ 200 Registration Fee (Non-Refundable)

1st Tuition Payment (Non-Refundable)

| EXTENDED DAY | (9:00AM – 6:00PM)*** | *** |
|---------------------------|--------------------------------------|--|
| 5 days/week (Mon-Fri) | \$ 22,600 | Important Note***: Extended Day will only be held at 511 5 th avenue. Students enrolled in Extended Day at 323 5 th avenue will walk with their teacher to 511 5 th avenue at 3pm. |
| 3 days/week (Mon/Wed/Fri) | \$ 15,600 | |
| 2 days/week (Tue/Thu) | \$ 11,900 | |
| FULL DAY PROGRAM | AM (9:00AM – 3:00PM) | PM (12:10 – 6:00 PM)** |
| 5 days/week (Mon-Fri) | \$ 18,000 | \$ 13,600 |
| 3 days/week (Mon/Wed/Fri) | \$ 12,000 | \$ 9,700 |
| 2 days/week (Tue/Thu) | \$ 9,000 | \$ 7,700 |
| HALF DAY PROGRAM | AM (9:00AM – 12:00PM) | PM (12:10 – 3:00 PM) |
| 5 days/week (Mon-Fri) | \$ 12,000 | \$ 9,000 |
| 3 days/week (Mon/Wed/Fri) | \$ 8,000 | \$ 6,100 |
| 2 days/week (Tue/Thu) | \$ 6,500 | \$ 4,800 |
| More Time | EARLY DROP OFF (8:00 AM – 8:59AM) | EXTENDED DAY (3:00PM – 6:00PM) |
| 5 days/week | \$ 2,900 | \$ 4,600 |
| 3 days/week | \$ 1,600 | \$ 3,600 |
| 2 days/week | \$ 1,100 | \$ 2,900 |
| 1 day / week | \$ 540 | \$ 1,500 |

TUITION IS DUE IN FULL ON MARCH 2017.

We offer the possibility of installments if full tuition cannot be paid in full by March 2017. See below:

TUITION INSTALLMENT PLAN: A schedule of payment with more details will be sent by email.

| | | | | | |
|-----------|------------------------------|-----------|-----------------------------|-----------|----------------------------------|
| Payment 1 | due at Registration | Payment 4 | due on May 1 st | Payment 7 | due on August 1 st |
| Payment 2 | due on March 1 st | Payment 5 | due on June 1 st | Payment 8 | due on September 1 st |
| Payment 3 | due on April 1 st | Payment 6 | due on July 1 st | | |

Installment Plan Note:

After March 1st, families that enroll will need to catch up to the schedule of payments or pay in full when registering. Example, if you register in May, all payments up to May are due. *Regardless of the registration day, full tuition must be paid by September 1st or at acceptance.*

Other fees:

\$ 25 late fee. Applies if payments are received after the 5th of each month, and are accumulative.

\$ 20 Returned checks

Program policies:

DAYS ARE SET AND CANNOT BE CHANGED OR MODIFIED OUTSIDE OF THE OPTIONS LISTED. Except for Early Drop Off and Extended Day, you may choose any combination of days within your child's schedule. Seats are reserved for the entire school year. Parents will be financially responsible for any outstanding tuition. No discounts for absences of any kind. **NO MAKE UPS or EXCHANGE OF DAYS.** All fees are **NON-REFUNDABLE, NON-TRANSFERABLE**, and cannot be used to cover payments for future or past months of other programs.

FAMILY INFORMATION

Please print

Child's Name: _____ D.O.B: _____ Gender: boy / girl
(Last name, First Name) (mm/dd/yyyy)

Parent 1 Name: _____ Email: _____

Cellphone: _____ Home phone: _____

Home Address: _____ City _____ State _____ Zip Code _____

Business or Profession _____

Name of Company _____

Business Address _____ Business Phone _____

Parent 2 Name: _____ Email: _____

Cellphone: _____ Home phone: _____

Home Address: _____ City _____ State _____ Zip _____

Business or Profession _____

Name of Company _____

Business Address _____ Business Phone _____

Is your child currently in: Special Treatment? Yes No

Medical Treatment? Yes No

Occupational, Speech, or Behavioral Therapy? Yes No

Does your child need an EPIPEN or similar? Yes No

Is your child Asthmatic and needs an inhaler?Yes No

If you answered yes to any, please specify: _____

Note that we are not allowed to give any medication of any kind to the children. Parents must inform the office in writing of any changes regarding allergies or medical treatments during the school year.

What's your Child's previous school experience? / First Time? (Name of school and dates when attended)

Would it be possible to contact the school? _____

If yes, please provide a phone number and name of teacher to contact:

Does your child have any other siblings? (Please write names and ages) _____

Language spoken at home? _____

How did you hear about Juguemos? _____

Is your child potty trained?Yes NO In process

Is Juguemos a Cantar your first choice? Yes NO

Office use only - Date Received: _____ Received by: _____ Acceptance sent: _____

PRESCHOOL PROGRAM SCHEDULE:

Please check the appropriate boxes. If you have more than one preference, please number them accordingly.
 Recommendations: Children 3years and older benefit more from a full day of school.

All groups are mixed age, classes are separated into smaller groups for age appropriate activities.

| LOCATION | AGE | DAYS | SCHEDULE |
|--|-----------------------------|--|---|
| <input type="checkbox"/> 323 5th avenue (between 3 rd and 4 th Street) | Mixed Age Group (2 – 4y) | <input type="checkbox"/> 5 days (M – F) <input type="checkbox"/> 3 days (M / W / F) <input type="checkbox"/> 2 days (T / TH) | EXTENDED DAY:*** <input type="checkbox"/> 9:00 am to 6:00 pm FULL DAY: <input type="checkbox"/> 9:00 am to 3:00 pm <input type="checkbox"/> 12:10 to 6:00 pm HALF DAY: <input type="checkbox"/> 9:00 am to 12:00 pm <input type="checkbox"/> 12:10 to 3:00pm ADD EARLY DROP OFF <input type="checkbox"/> 8:00 am – 8:59 am |
| <input type="checkbox"/> 511 5th Avenue (corner of 13 th St) | Mixed Age Group (2 – 4y) | <input type="checkbox"/> 5 days (M – F) <input type="checkbox"/> 3 days (M / W / F) <input type="checkbox"/> 2 days (T / TH) | EXTENDED DAY: <input type="checkbox"/> 9:00 am to 6:00 pm FULL DAY: <input type="checkbox"/> 9:00 am to 3:00 pm <input type="checkbox"/> 12:10 to 6:00 pm HALF DAY: <input type="checkbox"/> 9:00 am to 12:00 pm <input type="checkbox"/> 12:10 to 3:00pm ADD EARLY DROP OFF <input type="checkbox"/> 8:00 am – 8:59 am |

• **Specify and write the program you are applying for:**

DAYS: _____

TIME: _____

• **Payment choice:**

- Annual / One Time Payment

Tuition must be paid in full on March 1st.

- Installment Plan

Payment plan will begin in March 1st and must be paid in full by September 1st.

(Applications sent after February will need to catch up to the schedule of payments)

Important Note***

Extended Day will only be held at 511 5th avenue.

Students enrolled in Extended Day at 323 5th ave will walk with one of their teachers to 511 5th avenue at 3pm.