

application for admission

preschool
& transitional kindergarten
program

NEXT GENERATION SCHOOL

admission process

Applying to Next Generation School is a simple, straightforward process. The following instructions will help guide you through the steps.

CAMPUS TOUR (Parents/Guardians)

To assist you in becoming more acquainted with the Preschool and Transitional Kindergarten program, you may schedule a tour by calling the Preschool and Transitional Kindergarten front office at 217.353.5325 or by completing the Campus Tour form on our website.

Tours are optional and may be scheduled at any time throughout the application process.

APPLICATION PROCEDURE

1. Complete the application and sign indicating that all provided information is accurate.
2. Read and sign the Financial Policies Notification and complete the Waiting List Deposit Form.
3. Submit the completed application and Waiting List Deposit Form, along with payment of the non-refundable registration and tuition deposit fees.

ADMISSION TO THE PROGRAM

After an application, Financial Policies Notification, and Waiting List Deposit Form are submitted, and payment for the non-refundable annual registration fee(s) and first week's tuition deposit(s) are received, a child's application is considered complete. Once complete, no further action is necessary on the part of the applying family.

Applicants are placed in our waiting list in the order that their completed materials are received. Due to the demand and availability of our programs, Next Generation cannot guarantee the time of availability of a given position. When a position opens in our program, a member of the admissions team will contact you to schedule the next steps in the admission process.

Should the offer of a position not fit a family's current timeline, families' have the option to remain in the waiting list to be considered for future positions.

We are very excited that you have chosen Next Generation School. We look forward to having you join our Next Generation School family.

Sincerely,

Ms. Sheena Segady
Director of Student & Family Life
Preschool & Transitional Kindergarten

Ms. Jill Torrey
Director of Personnel
Preschool & Transitional Kindergarten

Next Generation School Preschool & Transitional Kindergarten
2508 Galen Drive
Champaign, IL 61821
217.353.5325 phone
217.356.6345 fax

Office Use Only

Date of Application: _____

Anticipated Start Date: _____

www.nextgenerationschool.com

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Applicant Information

Full Name _____ Nickname _____

Date of Birth _____ Desired Age of Entry _____

Ethnic Background (optional) _____

Home Address _____

City _____ State _____ Zip _____ Home Phone _____

Parent/Guardian Information

Primary Parent/Guardian Name _____ Nickname _____

Title Mr. Mrs. Ms. Dr. Other: _____ Relation to Applicant _____

Home Address (if different from above) _____

City _____ State _____ Zip _____ Home Phone _____

Cellular Phone _____ Email _____

Occupation _____

Business _____ Department _____

Work Phone _____ Typical Work Day Hours _____

Secondary Parent/Guardian Name _____ Nickname _____

Title Mr. Mrs. Ms. Dr. Other: _____ Relation to Applicant _____

Home Address (if different from above) _____

City _____ State _____ Zip _____ Home Phone _____

Cellular Phone _____ Email _____

Occupation _____

Business _____ Department _____

Work Phone _____ Typical Work Day Hours _____

Emergency Contact Information (Please list a contact that you would like the school to reach in case of an emergency)

Contact Name _____ Relationship _____

Home Address _____

City _____ State _____ Zip _____ Phone Number _____

Medical/Dietary/Care Information

Doctor's Name _____ Phone _____

Does your child take medication of any kind? (select) Yes No

If yes, please specify in detail. _____

Please describe any medical conditions or disabilities in detail. _____

Please describe any other special needs your child has in detail. _____

If your child has any of the following, please explain in detail:

Allergies _____

Do the allergies require use of an EpiPen? (select) Yes No

Food or Dietary Restrictions (excluding allergies) _____

Restrictions for Play – Outdoor _____

Restriction for Play – Indoor _____

Fears _____

Does your child nap during the day? (select) Yes No

Time of Nap(s) _____ Average Length of Nap(s) _____

Is the child toilet trained? (select) Yes No

If the child is not toilet trained, please explain diaper changes:

Powder _____ Ointment _____ Other _____

Does the child have special names for common objects – ex. potty, food, drink, etc.? (explain) _____

Additional Information to Assist in Child Care _____

Certification of Application

By signing this document, the parent or guardian certifies that the information provided on this application is accurate.

Signature of Parent/Guardian _____ Date _____

Signature of Director _____ Date _____

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FINANCIAL POLICIES NOTIFICATION

The following notice is information regarding the admissions and enrollment financial policies of **Next Generation's Early Education, Preschool, and Transitional Kindergarten programs.**

The **Annual Registration Fee** is a required and non-refundable admissions and enrollment fee due with a submitted application or re-enrollment in the program(s) each year.

The **First Week's Tuition Deposit** is a required and non-refundable admissions and enrollment fee that is determined by the current weekly rate of tuition for the applicant's earliest desired age of admittance. Once a child is enrolled, this deposit will be applied to tuition for the aforementioned programs and/or other applicable services offered at Next Generation.

Next Generation offers only **full-time positions** for children/students in our programs. Tuition is never prorated.

Once admitted, all tuition payments will be made through an ACH Automatic Transfer Account. Upon accepting a position in our program(s), you will be required to enroll in our ACH program for tuition payments. The ACH authorization form (found in the enrollment paperwork packet) will indicate the tuition amount that will be withdrawn from your account weekly. Your account will be debited every Monday.

Next Generation School does not currently accept any form of subsidized child care. This includes but is not limited to CCRS and Child Care Aware Army Assistance. All families will be responsible for their full weekly tuition.

Next Generation requires families to give a **four-week notice to office administration to withdraw** from any aforementioned program.

To complete your application, please sign the agreement and submit the proper non-refundable fees designated on the Waiting List Deposit Form.

In signing the portion below, you are stating that you have read and understand the financial policies notification and should your child(ren) gain admittance to Next Generation School, agree to abide by those policies throughout the duration of the admission process and your child(ren)'s enrollment in our programs.

Parent/Guardian Signature _____

Date _____

Parent/Guardian Print Name _____

Director Signature _____

Date _____

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WAITING LIST DEPOSIT FORM

Registration & Tuition Deposit Fees *(These fees, once submitted, are non-refundable.)*

Use the table to determine the appropriate fee for first week's tuition deposit:

| Program | Tuition per Child |
|---|---|
| Early Education (Infant-14 months) | \$305 weekly beginning in August 2020/\$300 through July 2020 |
| Early Education (15 months – 23 months) | \$295 weekly beginning in August 2020/\$290 through July 2020 |
| Early Education (2 years) | \$280 weekly beginning in August 2020/\$275 through July 2020 |
| Preschool & Transitional Kindergarten (3 – 5 years) | \$240 weekly beginning in August 2020/\$235 through July 2020 |

| | 1 Child | 2+ Children |
|-------------------------------------|----------|--|
| Annual Registration Fee | \$ 50.00 | \$ 60.00 |
| First Week's Tuition Deposit | \$ _____ | Child 1 \$ _____ Child 2 \$ _____ Child 3 \$ _____ (if applicable) Child 4 \$ _____ (if applicable) |
| Total Payment Required | \$ _____ | \$ _____ |

Office Use Only

Payment Check (#: _____)

Cash

Date Submitted _____