

## PROGRAM DESCRIPTIONS

### **Toddler Program**

This class is designed to meet the growing and changing needs of the child from 17 to 36 months of age. It includes opportunities for physical, intellectual, social, and emotional growth. The curriculum is created with the specific needs of the toddler in mind. Students are enrolled for a 10-month schedule.

### **Primary Program**

These classrooms are for children between 3 and 6 years of age. The program adheres to Montessori philosophy and curriculum. All classes are directed by certified Montessori professionals within environments equipped with a full range of Montessori didactic materials. Classes meet daily.

The hours will be from 8:30 to 12:30 or 8:30 to 3:00 daily. Dismissal times are determined by Primary Guides.

### **Children's House**

Children's House is designed to meet the needs of families whose children require care beyond the hours of Cornerstone's regular classes. This program is led by Montessori trained teachers, assisted by supportive teaching professionals.

Children's House Extended Care Program offers continuity for Cornerstone students after their academic programs and is offered to all students (except Toddlers). Following academic programs at 12:30 and 3:00, Children's House helps to create a smooth transition from the stimulating Montessori classroom to a relaxing, educational after school experience.

### **Lower and Upper Elementary and Junior High**

Classes at the 6-9, 9-12 and 12-14 year old level are offered primarily to qualified students from our own preschool classes and from other area Montessori programs. Other applicants will be considered when appropriate. Placement in the program at these levels assumes an ongoing commitment to the Montessori philosophy of personal and academic growth as initiated at the preschool level. The elementary program is approved by the New Hampshire Department of Education.



## TUITION AND FEES - ACADEMIC PROGRAM For the 2024-2025 School Year

### **FINANCIAL ARRANGEMENTS:**

**The Board of Directors has established regulations governing billing and payment so that the school can meet its financial obligations, and so that you can avoid any misunderstanding concerning your commitment. Students are enrolled for the full academic year, and the school can make no adjustment of fees for absences, withdrawal, or dismissal, except as noted under policies below. Annual tuition will not be reduced by the student's withdrawal or absence for any cause except as noted.**

**The Cornerstone School reserves the right to decline an enrollment agreement should circumstances indicate that enrollment at Cornerstone will not be a positive experience for your family. In such a case, parents would be notified in writing as soon as possible in order to assure opportunities for school placement elsewhere.**

### **TUITION PAYMENT PLANS:**

Plan A ( ): Annual tuition due by July 31. Payment is by check or automatic withdrawal.

Plan B ( ): Semi-annual tuition due July 31 and November 30.  
Payment is by check or automatic withdrawal.

Plan C ( ): One-tenth annual tuition due from July through April.  
Payment is by automatic withdrawal only.  
Date of withdrawal to be determined by the payee.

### **EXPLANATION OF FEES:**

**Tuition Deposit:** A non-refundable tuition deposit of 10% of annual tuition is due and payable with the Annual Enrollment Agreement. This deposit will be applied to the final tuition payment. The deposit will be refunded to Tuition Assistance Applicants who submit requests if assistance is not awarded. Special financial arrangements for paying the deposit will be considered if a request is submitted in writing with the completed contract by February 12.

**Application Fee:** A non-refundable \$100 fee for each new applicant must be paid with the initial application.

**Materials Fee:** A Materials Fee will be required of all students to cover the cost of books, materials and supplies used annually in each classroom. This fee is non-refundable and not pro-rated.

**Annual AMS Membership Fee:** Each family enrolling for the fall is charged a \$30 fee for membership in the American Montessori Society.

**TUITION AND FEES, 2024-2025**

Class Tuitions	Plan A* Annual	Plan B** Semi Annual	Plan C Monthly	Materials Fee	Tuition Deposit
Toddler Program 5 half days 12:30 dismissal	11,830.00	5,915.00	1,183.00	315.00	1,183.00
Primary 3-6 years 5 half days 12:30 dismissal	12,040.00	6,020.00	1,204.00	575.00	1,204.00
5 full days 3:00 dismissal	14,670.00	7,335.00	1,467.00	605.00	1,467.00
Lower Elementary 6-9 years	14,730.00	7,365.00	1,473.00	630.00	1,473.00
Upper Elementary 9-12 years	16,020.00	8,010.00	1,602.00	650.00	1,602.00
Junior High 12-14 years	17,630.00	8,815.00	1,763.00	705.00	1,763.00

\* deduct \$100.00 per student if paid on schedule

\*\* deduct \$50.00 per student if paid on schedule

**POLICIES:**

**ENROLLMENT PROCEDURE:** Enrollment Agreements must be returned to school by February 12. Contracts not returned by that time will be subject to an additional fee.

By:	March 15	\$25 per contract	June 1	\$70 per contract
	April 1	\$35 per contract	July 1	\$100 per contract
	May 1	\$50 per contract	August 1	\$125 per contract

**Enrollment Agreements for 2024-2025 cannot be accepted, and a space cannot be held, unless the current year's tuition is paid to date in accord with your contracted payment schedule. There will be no binding contract without the tuition deposit and the debit withdrawal for Plan C participants.**

**TUITION ASSISTANCE:** Tuition Assistance is available to Cornerstone families based upon demonstrated need within this community. Application and further information may be obtained from the Cornerstone office. Precedence will be given to returning students who apply by February 22. In order to be considered, both the application for assistance and the Annual Enrollment Agreement must be submitted. **All financial information is viewed solely by the Financial Coordinator and is confidential.**

**FINANCIAL OBLIGATION:** Parents will be billed in accordance with the payment plan selected: all bills are due and payable as specified therein. **Check for Plan A (Annual), Plan B (Semi-Annual), or Plan C (Monthly Debit) must be received by the agreed contracted payment date or a child's place in class will be open for enrollment. Tuition deposits and materials fees remain non-refundable.** A \$35 charge will be assessed for handling returned checks. If there is a default on the monthly debit withdrawal, the regular tuition and collection policy will be implemented immediately as stated in the handbook.

**WITHDRAWAL:** Tuition can be prorated according to the number of weeks that the child was in attendance under the following conditions: **1) the student's family moves permanently out of the immediate area, and the school is notified of the move in writing, 2) the staff or Board of Directors requests the student's withdrawal in writing, or 3) the school determines that remaining in the program is not in the best interests of the student or school community. The Deposit and Materials Fee will not be refunded or prorated for any reason.**

**The Cornerstone School reserves the right to decline an enrollment agreement should circumstances indicate that enrollment at Cornerstone will not be a positive experience for your family. In such a case, parents would be notified in writing as soon as possible in order to assure opportunities for school placement elsewhere.**

**In the event of voluntary withdrawal parents will be responsible for prorated tuition on the following schedule:**

**Withdrawal before September 1 – 50% of annual tuition is due.**

**Withdrawal September 1 or after, but before December 1 – 75% of annual tuition is due.**

**Withdrawal December 1 or after – 100% of tuition is due.**

**A collection agency will be engaged to collect unpaid contracts.**