

The Laurel School

2010-2011 ADMISSIONS PROCESS

RE-ENROLLMENT PROCESS (FOR CURRENT LAUREL SCHOOL FAMILIES)

- Participate in “Step-Up” Visiting Day in February.
- Complete a re-enrollment application (no application fee is due) by the end of February.
- After receiving your application you will receive your acceptance letter and enrollment documents by email by the end of March.
- Submit a non-refundable deposit (10% of the core tuition) with your Payment Plan Form by May 1.
- Submit a signed Physician’s Health Form, Immunization Records, and a Lead Screening Test by July 31st.
Exams for preschool expire annually.
Exams for elementary expire every two years.
- When we receive your updated medical records, we send out a welcome package which includes instructions to help you complete the enrollment process prior to the first day of school.

ENROLLMENT PROCESS (FOR NEW FAMILIES)

- Call to schedule an appointment to visit the school, our classrooms, and our faculty members.
- Complete an application with a non-refundable application fee of \$50.00 and return by the end of February.
- After receiving your application you will receive your acceptance letter and enrollment documents by email by the end of March.
- Submit your completed Enrollment Agreement, a non-refundable deposit (10% of the core tuition) with your Payment Plan Form by May 1.
- Submit a signed Physician’s Health Form, Immunization Records, a Lead Screening Test, a current photo and a birth certificate copy by July 31st.
- Request records from prior school, if applicable.
- When we receive your updated medical and enrollment records, we send out a welcome package which includes instructions to help you complete the enrollment process prior to the first day of school.

If you have any questions please contact Sherri Newton, *Business Manager* at sherri@laurel-school.org

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