

## WINFIELD CHILDREN'S HOUSE

... fostering a love of learning and inspiring children to be caring, socially responsible citizens of their community and world.

# **Admissions Process**

Thank you for your interest in Winfield Children's House. We look forward to sharing our lovely school with you and learning about you and your child.

#### **Step 1** Learn More About Winfield!!

Basic information on our school, the Montessori Method of education, and our curriculum is available on our website. A review of this information will make your subsequent visit to our school and contact with the staff more meaningful and relevant to your child's needs.

### Step 2 Submit an online Inquiry

By completing this brief form, you can let us know if you'd like to receive more information including Program Options and Tuition Fee Schedule, or you can request a call from our Admissions team.

#### **Step 3 Tour our Campus**

We invite you to visit our beautiful campus! Tours are individualized for each family and are available by appointment. Call the school at 207-797-8101 to learn more or schedule your tour through the website. When you visit, you will meet the director of admissions and the Director of Winfield, as well as tour the campus, and have an opportunity to observe children in their learning activities in the classroom.

# **Step 4** Waitlist Form

If you'd like to be considered for future enrollment, you can add your child to the waitlist. No fee is required at this time, and you aren't obligated to enroll your child. It simply lets us know you're interested, tells us what schedule and days you prefer, and enters you in the system for future contact.

# **Step 5** Application

Parents will be contacted prior to registration for new families in late January. If you are interested in enrolling, an online application must be submitted.

## **Step 6 Acceptance & Enrollment**

If a position is offered, we will continue with the admissions process. An acceptance letter with an enrollment contract and invoice for the deposit (equal to 10% of the annual tuition) is provided to the family. Your child's space will be reserved upon receipt of your signed contract and payment of your non-refundable deposit.

If a place is not immediately available, your child continues to remain on our waitlist. Should an opening become available, we would invite your child to attend at that time.

If you have any questions, don't hesitate to contact us at 207-797-8101 or by email