

# Buckhead Preparatory Preschool

4300 Northside Drive  
Atlanta, GA 30327

2375 Paces Ferry Road  
Atlanta, GA 30080



## Application

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### Child

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Male

\_\_\_\_\_  
Female

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Age:   Years   Months

\_\_\_\_\_  
Place of Birth

### Previous School Experience:

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Duration

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Duration

Reason for applying to Buckhead Prep: \_\_\_\_\_

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### Mother

### Father

\_\_\_\_\_  
Mrs./Ms./Dr.

\_\_\_\_\_  
Mr./Dr.

\_\_\_\_\_  
Mother's Name

\_\_\_\_\_  
Father's Name

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Mother's Employer

\_\_\_\_\_  
Father's Employer

\_\_\_\_\_  
Home Phone   /   Business or Cell Phone

\_\_\_\_\_  
Home Phone   /   Business or Cell Phone

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
e-mail address

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### Brothers & Sisters: Names, ages, and schools attending

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## Health

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\_\_\_\_\_  
Pediatrician's Name

\_\_\_\_\_  
Allergies

\_\_\_\_\_  
Pediatrician's Phone

\_\_\_\_\_  
Restrictions or Physical Impairments

Have any vision problems been detected? (If so, please explain.) \_\_\_\_\_  
\_\_\_\_\_

Have any hearing problems been detected? (If so, please explain.) \_\_\_\_\_  
\_\_\_\_\_

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## Student Release

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My child may be released from school to the person signing this agreement or to the following:

Name

Address/Telephone Number

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Additional Emergency Contact & Phone

Additional Emergency Contact & Phone

\_\_\_\_\_

\_\_\_\_\_

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## APPLICATION PROCEDURE

1. Return the signed application and enrollment agreement and non-refundable registration fee of \$350 to Buckhead Prep.
2. A school administrator will call to schedule an interview if needed.
3. You will be notified of acceptance within 10 days upon receipt of the application.

*Buckhead Preparatory has a non-discriminatory policy relative to race, color, and national origin with respect to the admission of students and the employment of faculty and administrative staff. Buckhead Preparatory considers the records of all individual students to be confidential information available to a child's parents or legal guardians upon request. Records will only be released to other schools or agencies upon signed request from a parent or guardian and only after all accounts are paid in full.*



# Buckhead Preparatory Preschool Enrollment Agreement

Buckhead Preparatory Preschool, LLC, agrees to enroll the child named below for the 2009-2010 academic year. In consideration of the acceptance of the Enrollment Agreement by Buckhead Preparatory Preschool, the undersigned agrees to pay the required tuition and fees charged by the school and to comply with the following terms and conditions:

1. Application Fee – If my child is new or is re-enrolling the school after an absence, I agree to pay a non-refundable application fee of \$100. I understand that the application fee is due and payable with the application. Application fees are not applicable to returning students.
2. Registration Fee – In order to secure a space for my child at Buckhead Preparatory Preschool, this signed agreement and \$250 registration fee shall be submitted to the Preschool with the 2009-2010 student application. This agreement shall become valid only upon payment in full of past-due fees and tuition from any prior school year. I understand that the registration fee is due and payable with this enrollment agreement.
3. Payment Plan – I agree to pay the tuition and fees for my child according to the payment plan designated below (please check your option):

\_\_\_\_\_ **Annual** – total annual tuition less 5% discount due July 15, 2009.

\_\_\_\_\_ **Semi Annual** - annual tuition paid in two equal payments due July 15 and December 15, 2009.

4. If enrollment occurs after the academic year has begun, the tuition shall be for the remainder of the school year and shall be calculated as a proportion of the full year's tuition commencing from the first day of the month in which the student enrolls.
5. Effective date of agreement – This agreement shall be effective only upon signature of a parent or legal guardian and the receipt and acceptance of the contract by the school. Enrollment as specified within this Enrollment Agreement may be canceled by the parents or guardians in writing, without penalty (except forfeiture of application and registration fees) prior to July 1, 2009. After June 30, this agreement may not be canceled and the tuition becomes due unconditionally. No portion of such charges outstanding will be refunded or canceled.
6. Tuition and Fees – Tuition and fees will be charged according to the current Tuition and Fees Schedule which may be adjusted on an annual basis by the school. By signing below, I acknowledge having received the Tuition and Fees Schedule for the school year. I understand that if the parent or guardian fails to pay any payment when due, the school reserves the right to require that all future tuition and fees be paid in advance. There will be a \$35 charge for any check returned to the school by the bank. If the parent or guardian defaults on any payment or other obligation under this agreement, the school reserves the right to refuse to admit the child to class. Any payment not paid when due shall be subject to a 5% late charge. I agree to pay all attorney, court, and other collection and legal fees incurred by the school to collect any tuition or fees.
7. Rules and Regulations – I agree to comply with the schools rules, regulations, and policies set forth in the Parent Handbook and others as adopted by the school.



**Please indicate the campus your child will attend:**

\_\_\_\_\_ **Buckhead**

\_\_\_\_\_ **Vinings**

**Please indicate the program and days your child will attend:**

<u>Program</u>	<u>Days</u>	<u>Time</u>
_____ Toddler (2 days) \$3,800	M T W Th	8:30 am – noon
_____ Lower Primary (2 days) \$3,800	M T W Th F	8:30 am – 12:30 pm
_____ Lower Primary (3 days) \$5,000	M T W Th F	8:30 am – 12:30 pm
_____ Lower Primary (5 days) \$6,500	M T W Th F	8:30 am – 12:30 pm
_____ Upper Primary (5 days) \$7,600	M T W Th F	8:30 am – 2:30 pm

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Parent's Name (or Legal Guardian)

\_\_\_\_\_  
Parent's Signature (or Legal Guardian)

\_\_\_\_\_  
Date

