



2010/2011 Admission Materials

*Potomac/Bells Mill Campus
8311 Bells Mill Rd.
Potomac, MD 20854*

website: www.georgetownhill.com
email: admissions@georgetownhill.com
phone: 301-299-7360 option 3

Enrollment Information

Child's Name _____

Core Programs are as indicated in bold. Please check one:

Potomac/Bells Mill Campus

- Twos:** 9:00-12:30pm T/Th or M/W/F or M-F
- Threes:** 9:00-12:30pm *Please circle*
- Pre-Kindergarten:** 8:30-12:30pm M/T/W/Th/F
- Trans-Kindergarten:** 9:00-3:00pm *Please circle, min 3 days*
- Trans-Kindergarten:** 9:00-3:00pm M-F only
- Trans-Kindergarten:** 9:00-3:00pm M-F only

Extended Care Options:

(Please indicate preferences)

Days:	Monday	Tuesday	Wednesday	Thursday	Friday
Before-School 7:30am	___	___	___	___	___
After-School, until: 3:00pm	___	___	___	___	___
5:00pm	___	___	___	___	___
6:30pm	___	___	___	___	___

- o There is limited availability for partial-week enrollment for the Twos and Threes programs. For partial-week enrollment, are your days flexible? Explain: _____
- o Children must be the age of the selected class by **September 1**. For Trans-K, children must be 4 by May 1.

Twos through Trans-Kindergarten Extended School Year Options:

- April 18 - April 21 (Spring Break)** **Half-Day** 7:30am-12:30pm
- May 31 - June 3 (Memorial Day Week)** **Full-Day** 7:30am-6:30pm
- Both Weeks**

Admission Policy

Georgetown Hill celebrates diversity and welcomes all applicants. The school is a nonsectarian institution and does not discriminate on the basis of any characteristic protected by law.

Families new to Georgetown Hill should complete a Teacher Recommendation Form by April 1, 2010 for any child entering our Pre-K or Trans-K.

A non-refundable fee of \$75 must accompany this application and is not credited toward future tuition. This fee covers Georgetown Hill's administrative costs associated with processing your application. Your child's enrollment is not complete until Georgetown Hill has received a completed Enrollment Agreement, Tuition Express enrollment, and the Enrollment Reservation Fee.

Acknowledgement

I understand that this application for enrollment is non-binding and is not a guarantee of placement for my child at Georgetown Hill.

Parent/Guardian

Date

Georgetown Hill Early School

Potomac/Bells Mill
(301)299-7360, option #3

Darnestown
(301)527-1377

Rockville/Woodley Gardens
(240)453-9047

Confidential Teacher Recommendation Form Required for new applicants to Pre-K and Trans-K

Child's Name	Date
Person completing this form	Phone Number
School	City/State
Relationship to this child	Signature and Date

How long have you known this child? _____ years/months

Please complete both sides of this recommendation. Your candid and confidential responses will be an important part of the admission process. We receive the information with the full awareness that young children are constantly growing, changing and developing. Your responses on this form will not be shared with the applicant's family. This form should be mailed or faxed to us by April 1 2010.

Georgetown Hill Early School
Admission Office
8311 Bells Mill Rd.
Potomac, MD 20854
Fax (301) 299-0165

What are the first words that come to mind to describe this child? _____

Please comment on the **social development** of this child:

	Usually	Sometimes	Seldom
Can be a good friend			
Is supportive of peers			
Is comfortable with adults			
Plays alone happily			
Cooperates in play			
Shares well			
Initiates play activities			
Is imaginative			
Has the capacity to lead			
Has the capacity to follow			
Uses materials purposefully			
Seeks help when needed			
Is mature for age			
Has a good sense of humor			
Demonstrates self-control			
Plays outdoors well			

Comments:

Please comment on the **physical development** of this child:

	Outstanding	Age Appropriate	Needs Development
Small muscle control & coordination			
Large muscle control & coordination			
Speech development			

Comments
(include special needs, if any)

Please comment on the **pre-academic skill development** of this child:

	Usually	Sometimes	Seldom
Is attentive			
Listens in a group			
Participates in group discussions			
Follows directions			
Works cooperatively			
Completes tasks			
Can focus on one task			
Respects class routines			
Transitions easily			
Is curious			
Is willing to try new things			
Is a self-starter			
Expresses ideas well			
Can problem-solve			
Enjoys school			

Comments

For children entering Trans-Kindergarten:

Literacy skills _____

Math skills _____

For all children:

Please describe this child (personality, maturity, confidence, humor, independence, special interests). We welcome any information which you think would be helpful.

Please describe the family's level of cooperation and involvement with the school.

Thank you for the time you have taken to complete this form!
Please mail or fax this form by April 1, 2010.

GEORGETOWN HILL EARLY SCHOOL REGISTRATION

Important Dates to Remember

2010-2011 School Year

We are happy to welcome both new and returning families to Georgetown Hill for the 2010-11 school year. Our Campus Directors are available to answer any questions about your child's placement for next school year. Please do not hesitate to speak with them.

Please review the information carefully, as it contains key information and deadlines which may affect your child's eligibility for enrollment. These key dates apply to all of Georgetown Hill's 2010-2011 preschool programs. Registration for our summer camp programs and/or our elementary-age before and after-school programs will begin in January 2010 through a separate application process.

Today

2010-2011 School year applications will be accepted at our campus during business hours for all families.

Wednesday, December 23, 2009

Current Georgetown Hill families should submit their child's application by this date in order to secure your child's enrollment for the 2010-11 school year and have the \$75 administrative fee waived.

New families should submit their application and non-refundable administrative fee by this date in order to secure their child's enrollment for the 2010-2011 school year.

Monday, January 11, 2010

Georgetown Hill will begin sending out acceptance letters and enrollment agreements to those families whose application was received prior to December 24, 2009. Enrollment Agreements will confirm the program and schedule we have reserved for your child.

****Monday, February 8, 2010****

Receive your Early Bird Discount of 2.5% off of next year's tuition when you return your completed Enrollment Packet along with the appropriate fees by this date!!! For new families, applicable fees would be any outstanding Enrollment Reservation Fee still due (as specified in the Enrollment Agreement). Enrollment packets received after this date will pay the regular tuition rates as published in the Tuition Rates section of this application.

GEORGETOWN HILL EARLY SCHOOL TUITION RATES 2010-2011 School Year

Core Programs

Tuition*
(10 monthly installments)

Twos Program (M-F, 9-12:30)	\$925
Threes Program (M-F, 9-12:30)	\$785
Pre-K (Fours) Program (M-F, 8:30-12:30)	\$825
Transitional Kindergarten (M-F, 9-3)	\$1185

Note: *Partial week schedules are available on a limited basis for **Twos and Threes**: 2 or 3 days/wk. Rates are prorated as follows: 2 days/wk = 50% of full rate; 3 days/wk = 70% of full rate; 4 days/wk = 90% of full rate.*

Extended Day Program

Before School	Twos-Trans. K	Open 7:30 am	\$90
After School	Twos-Pre K	12:30-3:00 pm	\$195
	Twos-Pre-K	12:30-5:00 pm	\$325
	Twos-Pre-K	12:30-6:30 pm	\$450
	Trans-K	3:00-5:00 pm	\$125
	Trans-K	3:00-6:30 pm	\$260

Extended School Year Program

This program includes the weeks of April 18 – April 21 (Spring Break), and May 31 – June 3 (Memorial Day Week). Families may opt for one or both weeks. Prices listed below are **per week** and subject to increase on September 1.

Half-Day	7:30am - 12:30pm	Twos-Trans. K	\$200
Full-Day	7:30am - 6:30pm	Twos-Trans. K	\$375

**All rates quoted are on a monthly basis. There are 10 monthly installments. Semester and annual payment plans are available as follows:*

*A **5% discount** is applied to the annual payment plan.*

*A **3% discount** is applied to the semester payment plan.*

Additional discounts are also available:

*A **2.5% Early Bird discount** will be given to families that complete and return their Enrollment Agreement(s) **prior to February 8, 2010.***

*A **7% discount** is taken off the lower tuition rate for families with more than one child enrolled.*

GEORGETOWN HILL EARLY SCHOOL PAYMENT OPTIONS 2010-2011 School Year

For the 2010-2011 school year, Georgetown Hill requires tuition payments to be made through Tuition Express™. This is a paperless system that electronically processes payments by Visa, Mastercard or bank debit according to the payment schedule you choose. Families may choose one of the following payment schedules:

Annual Payment Option	
Payment Due	Date Due
Enrollment Reservation Fee*	Due at time of registration. Return your enrollment agreement along with your Enrollment Reservation Fee by February 8, 2010 and receive an Early Bird discount of 2.5%.
One-time annual payment	August 1, 2010

Semester Payment Option	
Enrollment Reservation Fee*	Due at time of registration. Return your enrollment agreement along with your Enrollment Reservation Fee by February 8, 2010 and receive an Early Bird discount of 2.5%.
1 st Semester Payment	August 1, 2010
2 nd Semester Payment	December 1, 2010

Monthly Installment Option	
Enrollment Reservation Fee*	Due at time of registration. Return your enrollment agreement along with your Enrollment Reservation Fee by February 8, 2010 and receive an Early Bird discount of 2.5%.
1 st Monthly Installment	August 1, 2010
2 nd Monthly Installment	September 1, 2010
3 rd Monthly Installment	October 1, 2010
4 th Monthly Installment	November 1, 2010
5 th Monthly Installment	December 1, 2010
6 th Monthly Installment	January 1, 2011
7 th Monthly Installment	February 1, 2011
8 th Monthly Installment	March 1, 2011
9 th Monthly Installment**	April 1, 2011

*The enrollment reservation fee is equal to one month's non-discounted tuition, as indicated on the reverse of this form. This fee is non-refundable and is fully credited toward your child's tuition for the 2010-2011 school year.

**As a courtesy to our families, the monthly installment option now provides for tuition to be paid over a 9 month period instead of 8 months.