



CENTERS OF LEARNING

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APPLICATION REQUIREMENTS AND PROCEDURES EARLY CHILDHOOD PROGRAM: TODDLER, PRESCHOOL, PRE-K, KINDERGARTEN

Please take the time to read each form carefully and enter the requested information. Contact the school office at 818.894.3123 or email admissions@centersoflearning.com with any questions.

Application Requirements:

Toddler:

Student must be 1 ½ years old by September 1 of application year.

Preschool:

Student must be 3 years old by September 1 of application year. Student must be potty-trained.

Pre-Kindergarten:

Student must be 4 years old by September 1 of application year.

Kindergarten:

Student must be 5 years old by September 1 of application year.

Application Procedures:

Please check these to make sure all are completed before submitting any portion of your application to the school office.

_____ 1. **CAMPUS TOUR:** Families should attend one of our open houses or contact the school office to schedule a tour of the campus and meet the staff.

Complete and mail the following items to Centers of Learning or deliver them to the school office.

_____ 2. **APPLICATION FOR ADMISSION:** Parent completes both pages as directed. One application is required per student.

_____ 3. **APPLICATION FEES:** A non-refundable fee of \$50 is required per student along with the application.
Please note: all forms and fees are required before the application can be processed.

_____ 4. **STUDENT TESTING:** When the application forms are completed and received with the application fee by Centers of Learning, Kindergarten parents will be contacted to schedule a testing date.

ACCEPTANCE NOTIFICATION: Upon completion of items 1-4, students are placed on a waiting list. Parents will be notified about the acceptance of the applicant. Interviews and acceptance notifications continue until all available spots in the program are filled. A place on the class list is not insured until the entire application process is complete and all fees are paid.

Non-disclosure of pertinent information will result in non-acceptance or subsequent dismissal.