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ALSION MONTESSORI



2025 - 2026

Enrollment Policy Packet

Alsion Montessori

Enrollment Policy Packet 2025-2026

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Message from the Head of School

Welcome to Alsion Montessori! Whether your student is returning for another year or is joining our community for the first time, I hope that the information contained in this booklet will help make enrollment easy to understand and answer all of your questions.

Here is some important information about the enrollment process:

- **Returning families:** The Priority Enrollment deadline for returning families is Friday, February 7, 2025 to take advantage of a **discounted application fee of \$500.00.**
- **New Families:** The Priority Enrollment Deadline for new families is **Friday, February 21, 2025.** Applications submitted after this date will be reviewed on a rolling basis, subject to space availability. Interviews for new students will be scheduled once all required paperwork is completed (refer to page 2 for the list of necessary forms). For applications submitted by the priority deadline, notifications of acceptance will be sent out starting **March 1, 2025.** Applications submitted after the priority deadline will receive acceptance notifications on an ongoing basis.
- **Easy to understand payment options.** The chart on page 4 shows what each payment will be depending on the payment option chosen.
- **School Calendar highlights.** To assist in planning for vacations while we are not in session, we have listed the major breaks for the 2025-2026 school year on page 5.

We look forward to partnering together for your student's education. Please don't hesitate to reach out and contact me anytime you have a question, concern, or just want to talk about the school or your child.

Bradley Buchanan

Head of School

mrbrad@alsionschool.org

m. 707-478-3919 (call or text)

Montessori Philosophy

Dr. Maria Montessori saw the need for a radical change in secondary education as early as the 1920s. She identified the physical, emotional and cognitive changes of adolescence as a time of great turmoil and was concerned that the traditionally rigid educational practices could be detrimental to students.

In Montessori's view, a student confined to a desk being forced to study subjects that hold little interest for him or her is apt to rebel or shut down. Her other concern was that the world and technology were moving at a pace far exceeding society's ability to keep pace. She believed that while there had been great leaps forward in science and technology, education had remained stagnant; students were taught subjects with little relevance to the modern world. The goal of her adolescent program was to produce adults who are equipped with the confidence in themselves and actual skills to live in the real world.

Dr. Montessori's vision for the adolescent was a farm school. The students would learn practical skills in horticulture and animal husbandry. They would be self-sufficient, selling their surplus and attaining financial independence. They would also run a guest house where parents could come to visit. Their work would be real and meaningful; they would have a connection to the earth and an understanding of the interconnectedness of all things. There would be academic classes, of course, such as math and language, but the bulk of the day would be spent on the land-learning skills from experts. The experts, while teaching practical skills, would also teach the History of Human Progress, the contributions of previous generations. In Montessori's view, a three-year farm experience would yield a confident, independent, balanced and focused individual ready for the next educational step: the university.

At Alsion, our goals are to prepare the students for their next educational step and to provide the students with the practical skills to be successful in the real world. Though we are not a farm school, we do provide our students with a connection to the land with our garden and chicken projects. We strive to create a dynamic and high interest hands-on experiential curriculum to allow the students to develop practical skills pertinent to the 21st century.

Admissions and Enrollment

Non-Discrimination Policy

It is the policy of Alston Montessori not to discriminate in violation of the law on the basis of race, gender, color, religion, national origin, ancestry, or disability which is unrelated to the ability to enjoy the benefits of the school's programs, facilities, or services. All persons are encouraged to apply. Returning students must apply each year. New students are considered pending space availability.

Required Forms

To apply for admission at Alston please submit the following:

Returning students

- Application Form
- Application Fee (Check or Zelle)
- Updated immunizations (if applicable)

New students

- Application Form
- Application Fee (\$600)
- Current immunization
- Parent Questionnaire
- Teacher Evaluation from current school
- Transcript or report card from the 2024-2025 school year
- Schedule 30 min interview with the Head of School

Submitting application documents does not guarantee enrollment at Alston Montessori. Students are considered enrolled after receiving written notification of enrollment via email from the Head of School.

Priority Enrollment

Students in good standing that are currently enrolled at Alston Montessori will be given priority for enrollment as long as their application and application fee is submitted by the **priority deadline of February 7, 2025.**

Application Fee

An Application Fee is due with each application and is non-refundable unless the student is not accepted at Alston. The Application Fee is separate from tuition and other fees and is not considered "prepaid tuition".

Application Fee Schedule	
Priority Enrollment <ul style="list-style-type: none">• Returning Alston students only• Fee must be received by February 7, 2025	\$500.00
Open Enrollment <ul style="list-style-type: none">• New students• Returning students submitting after February 7, 2025	\$600.00

Tuition and Fees

Middle School Cost of Attendance (COA)	
Grades 7-9	
Tuition	\$28,550.00
Off Site Learning Fee	\$3,300.00
Materials Fee	\$1,100.00
Middle School COA (Application Fee not included)	\$32,950.00

Early College High School Cost of Attendance (COA)*	
Grades 10-12	
Tuition	\$15,400.00
Off Site Learning Fee	\$0.00
Materials Fee	\$100.00
Early College COA (Application Fee not included)	\$15,500.00*

*Fees owed to Ohlone are not included

Materials Fee

A materials fee is charged for all Alston students and varies depending on the program enrolled. The fee covers textbooks and materials used in the Alston program. Early College High School: please note this fee does NOT include materials for Ohlone classes. The Materials Fee is non-refundable and is not prorated under any conditions.

Off-site Learning Fees (Middle School Only)

An Off-Site Learning fee is charged for all Middle School students covering all required trips, including any airfare costs. On some trips, including Biome trips, students may be required to bring money for purchasing food (e.g., Death Valley Biome). The Off-site Learning fee is non-refundable and is not prorated under any conditions.

Elective Trips (Early College High School only)

Optional fees or expenses for elective trips (Ex-Term trips) are not included in this fee and are charged to those students who participate. These fees are usually due one month prior to departure. Fees are billed to the parent.

Withdrawal Notice

Enrollment space at Alston is limited and we often turn students away. Parents who voluntarily remove their student from the school are responsible for the entire year's tuition and fees. Exceptions may be made in the case of moving out of the area (defined as over 30 miles from Alston), or if the student is asked to leave by the administration, or at the discretion of the Head of School.

Alston Montessori reserves the right to terminate the enrollment of any student who, in our sole judgment, is not benefiting from the program; for unacceptable conduct, such as disruptive, uncooperative or disrespectful behavior; or for excessive absenteeism or tardiness. If the School terminates enrollment, tuition is prorated through the last day of attendance.

Financial Aid

Alston offers financial aid to families that have a demonstrable need. There is a limited pool of financial aid and families with the greatest need will have priority in the awarding of aid. Please contact the office for more information on how to apply.

Payment Options

	Early Payment for Returning Students 5% discount*	One Payment 3% discount*	Two payments 1.5% Discount*	Eleven Payments no discount
	Due February 7, 2025	Due May 1, 2025	Due May 1, 2025 and November 1, 2025	Due May 1, 2025 - March 1, 2026
Middle School	\$31,552.50 (Application Fee not included)	\$32,093.50 (Application Fee not included)	\$16,260.88 (Application Fee not included)	\$2,995.45 (Application Fee not included)
Early College High School	\$14,730.00 (Application Fee not included)	\$15,038.00 (Application Fee not included)	\$7,634.50 (Application Fee not included)	\$1,409.09 (Application Fee not included)

* discount taken from tuition only

Sibling Discount

Alsion Montessori gives a discount when multiple children from the same family are enrolled at Alsion at the same time. The student with the highest tuition rate is billed in full and an additional 5% discount is applied to the tuition of the remaining siblings. See the chart below for sibling tuition schedule for two students. Please contact the Director of Business Operations if three or more students are enrolled.

	Early Payment	One Payment	Two payments	Eleven Payments
Middle School (full)	\$31,522.50	\$32,093.50	\$16,260.88	\$2,995.45
Middle School (5% discount)	\$30,166.38	\$30,708.83	\$15,557.83	\$2,865.68
Total per payment	\$61,688.88	\$62,802.33	\$31,818.71	\$5,861.14
Application Fee not included				
Early College (full)	\$14,730.00	\$15,038.00	\$7,634.50	\$1,409.09
Early College (5% discount)	\$13,998.50	\$14,291.10	\$7,255.28	\$1,339.09
Total per payment	\$28,728.50	\$29,329.10	\$14,889.78	\$2,748.18
Application Fee not included				
Middle School (full)	\$31,522.50	\$32,093.50	\$16,260.88	\$2,995.45
Early College (5% discount)	\$13,998.50	\$14,291.10	\$7,255.28	\$1,339.09
Total per payment	\$45,521.00	\$46,384.60	\$23,516.15	\$4,334.55

Payment Options

Payments options are by check, cash or Zelle: payments@alsionschool.org

Late Fees

Payments are due on the first of the month; a late fee of \$25.00 will be added to accounts not paid by the fifth business day of the month. A 1% service charge of unpaid balance is charged immediately and on the first of the each month thereafter until the balance is paid in full. Students with overdue accounts are subject to suspension unless other payment arrangements are made with school administration.

Service Charges

A \$25 fee is charged on all checks returned by the bank. All costs of collection, including attorneys' fees, are to be paid by the responsible parent.

General Policies

School Hours

Alsion’s campus is open from 7:30 a.m. to 4:30 p.m. The Middle School day begins at 8:30 a.m. and ends at 3:00 p.m. At 4:30 p.m. the school closes and students may not remain on Alsion property. The Early College Student Center is generally open from 8:00 a.m. to 4:00 p.m; hours can vary each semester.

School Days and Calendar

Alsion’s calendar aligns with the break schedule of Ohlone College. Below are the pertinent calendar dates for each program.

Program	First Day	Last Day	Winter Break	Spring Break
Middle School	July 28, 2025	May 21, 2026	December 15, 2025 - January 23, 2026	March 23, 2026 - March 27, 2026
Early College High School	August 25, 2025	May 22, 2026		

Absence

No credit or refund is given for illness or trips out of town. The School’s expenses continue, regardless of attendance.

Photo Release

By submitting and signing an application, the parents or guardians give permission for Alsion Montessori to photograph or videotape my child for use in school displays, brochures, social media, websites, or seminars promoting Montessori education.

Waiver and Release of Liability

By signing the Application form, I/we hereby unconditionally and irrevocably waive and release Alsion Montessori Foundation (The School), Fremont Montessori School, Inc., and SVC LLC their agents, employees, officers and directors from any and all liability for injury, accident, illness, death or property damage arising in connection with any off-site activities initiated by the School, or any point en route from The School and the off-site destination. Moreover, this waiver and release of liability includes, but is not limited to, all liability that may be incurred while the student is in the custody of said parties during the School sponsored off-site activities.

Questions or Concerns

Thank you for taking the time to read through this policy packet. If you have any questions or concerns:

For all school-related items, please contact the Head of School, Bradley Buchanan, via email at mrbrad@alsionschool.org or by phone/text at (707) 478-3919.

For questions about tuition and policies, please contact the Director of Business Operations, Joey Morrison, via email at mrjoey@alsionschool.org or by phone/text at (209) 834-7409.

We look forward to a wonderful year!