



# General Enrollment Form

<b>For Registrar Use Only</b> Date Received: Check #: Name of Bank: Applying for Scholarship: __Y__N__ Additional Notes:
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This form is to be used by families who do NOT currently have a child enrolled at NNS at the time of registration and, therefore, do not qualify for "Priority Enrollment" for the following year.

Child's Name: \_\_\_\_\_ Gender: \_\_ F \_\_ M \_\_  
Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age as of September 1<sup>st</sup> of the school year enrolled: \_\_\_\_\_  
Mother or Parent #1: \_\_\_\_\_ Father or Parent #2: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home or Cell Phone #1: \_\_\_\_\_ Cell Phone #2: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
(Extremely important – please print clearly)  
Previous Nursery School Experience: \_\_\_\_\_  
Does your child have any identified special needs? \_\_\_\_\_

**\*\*\*Children must be toilet trained before school starts\*\*\***

The class schedule at Northfield Nursery School includes three sessions:  
(Age is child's age as of September 1<sup>st</sup> of the school year enrolled)

- |                             |                   |                     |
|-----------------------------|-------------------|---------------------|
| (1) Tues/Thurs Mornings     | 9:00 – 11:30 a.m. | 3 year olds only    |
| (2) Mon/Wed/ Fri Mornings   | 9:00 – 11:30 a.m. | 4 & 5 year olds     |
| (3) Mon/Weds/Fri Afternoons | 1:00 – 3:30 p.m.  | 3, 4, & 5 year olds |

FIRST CHOICE: \_\_\_\_\_ SECOND CHOICE: \_\_\_\_\_

**Please return one form per child and a \$55.00 per child registration fee, which is non-refundable.**  
(Please make checks payable to: NORTHFIELD NURSERY SCHOOL)  
The registration fee and an enrollment form must be sent in **EACH** year for **EACH** child.

Northfield Nursery School receives limited scholarship money. To hold your enrollment slot, if you are unable to afford the enrollment fee, please contact the Northfield Nursery School office. Scholarships are awarded by the Community Action Center of Northfield in early July.  
(Please see our website for more information and the scholarship application form at [www.northfieldnurseryschool.com](http://www.northfieldnurseryschool.com).)

This General Enrollment Form along with the registration fee can be mailed directly to:  
**Northfield Nursery School, 1401 S. Maple St., Northfield MN 55057, "Attn: Registrar".**

If you have any questions you may contact the NNS Director at 645-4607 or NNS Registrar at [registrar@nfldnurseryschool.com](mailto:registrar@nfldnurseryschool.com).

Thank you!

**NNS Withdrawal Policy:**

In the case of withdrawal, please notify the teacher and the Registrar. We request at least 30 days notice. In case of withdrawal, you will be responsible for the monthly tuition payment until a replacement is found, or if a replacement cannot be found, according to the following schedule:

- Withdrawal August 15 - November 15: 50% of the remaining year's tuition.
- Withdrawal November 16 - February 15: 75% of the remaining year's tuition.
- Withdrawal February 16 and after: 100% of the remaining year's tuition.

I, *(please sign)* \_\_\_\_\_,

understand that once I have received confirmation from the Registrar via phone/email my son/daughter is enrolled and the withdrawal policy is in effect.