

Enrollment Process

Our program accepts children who are at least three years old by their first day of school, completely independent in bathroom needs, and are up-to-date on AAP recommended vaccinations. Students applying for enrollment to kindergarten (year 3) must be socially, physically, and mentally ready for kindergarten work and at least 5 years old by October 1.

Students applying for enrollment to Elementary must sign the Records Release Authorization and provide progress reports from previous school experiences. Parents may be asked to schedule a parent classroom observation, a student interview, and a student classroom visit as part of the admissions process. Parents enrolling their children age 5 and up must attend at least one parent workshop offered at DMS. Students applying at age 8 and up must have previous Montessori experience.

The following is a list of steps to follow to ensure that your child's enrollment is complete. All required paperwork and processes are due before the start of school unless otherwise noted. Please contact administration if you have any questions along the way.

- Attend a tour and/or open house.
- Submit Student Application with registration fee (\$50).
- Attend an observation in the appropriate classroom.
- Upon acceptance, submit Deposit and Tuition Payment Contract (\$225).
- Attend Montessori 101 or other parent workshop (required for ages 5 and up).
- *EdChoice students only* – Submit all ODE required paperwork during EC enrollment period.
- Enroll for a Blackbaud account or submit Early payment by deadlines.
- Schedule and attend orientation with your child's teacher.
- Complete and submit required paperwork :
 - Child Enrollment Information
 - Emergency Medical Authorization
 - Release Authorization
 - Child Medical Statement with vaccination record
 - Parent Handbook Acknowledgement form
 - a copy of student's birth certificate
 - Records Release Authorization (5 and up only)
 - previous school records
 - When applicable, custody arrangements, medical diagnoses, and other documentation affecting the well-being and effective daily supervision of your child
 - When applicable, forms to accompany special medical conditions or administration of medication

The Dayton Montessori Society School recruits and admits students of any gender, race, color, or ethnic origin to all its rights, privileges, programs, and activities. In addition, the school will not discriminate on the basis of gender, race, color, national and ethnic origin, or sexual-orientation, in administration of its educational policies, admissions policies, employment, scholarship and loan programs, and athletic and other school administered programs.