

## Enrollment Checklist

### For All Applicants

- Read & Research** Please explore our website ([olympiawaldorf.org](http://olympiawaldorf.org)) and other materials to learn more about our school, and [waldorfeducation.org](http://waldorfeducation.org) to learn more about Waldorf education worldwide
- Attend Tour the Grades or Early Childhood Mini-Morning:** RSVP the Enrollment Manager by phone, (360) 493-0906 or email, [enroll@olympiawaldorf.org](mailto:enroll@olympiawaldorf.org)
- Enrollment Application:** Complete and return to Olympia Waldorf School along with \$50.00 nonrefundable application fee
- If Parents are Divorced,** provide current custody agreement and contact information for all parents/guardians.
- Supporting Documents:** Send copies of any/all educational assessments, IEP, neuropsychological evaluations, etc.

### Additional Steps for Preschool & Kindergarten Applicants

- Interview with Parents** Upon receipt of the completed application and requested documentation, application fee, and after attendance at scheduled school visits, the Enrollment Manager will contact you to arrange for your family interview.
- Acceptance** Early Childhood acceptance is based on the child's physical and social readiness and the parents' willingness to work with the principles of Waldorf education.

### Additional Steps for Grade 1 – Grade 8 Applicants

- Records Request** Fill out and sign the records request form on page 8 and return it to OWS with your application.
- Visiting Day** Upon receipt of the completed application, application fee, and all other requested documentation, and attendance at scheduled visits, the Enrollment Manager will schedule 2 day visit for your child.
- Interview with Parents and Students** The Enrollment Manager will schedule an interview with the student, parent(s)/guardian(s) and class teacher. The interview may be scheduled prior to the student's classroom visit. Evaluation of skill levels and an assessment of the student's physical, emotional and social development will take place at this time.
- Acceptance** The Waldorf curriculum is designed to support the developmental stages of the growing child. Teachers will review all records and accompanying documentation. The Enrollment Manager will inform the parent(s) of enrollment status by phone or letter.





# Application for Admission

Child's Full Legal Name \_\_\_\_\_ Age \_\_\_\_\_ Birth date \_\_\_\_\_

Gender \_\_\_\_\_ Nickname \_\_\_\_\_

- Applying for:
- Two-day Preschool (Thurs - Fri), ages 3-5, 8:30 a.m. – 12:30 p.m. Please attach or email photo
  - Three-day Preschool (Mon - Wed), ages 3-5, 8:30 a.m. – 12:30 p.m. Please attach or email photo
  - Five-day Preschool, ages 3-5, 8:30 a.m. – 12:30 p.m. Please attach or email photo
  - Three-day Kindergarten, (Mon - Wed) ages 3-6, 8:30 a.m. – 1:00 p.m. Please attach or email photo
  - Five-day Kindergarten, ages 3-6, 8:30 a.m. – 1:00 p.m. Please attach or email photo
  - Grade 1 – 5 (specify) \_\_\_\_\_ 8:15 a.m. – 2:30 p.m.

Last school attended \_\_\_\_\_ Desired Date of Entry to OWS \_\_\_\_\_

How did you hear about our school?  Website  Word of Mouth  Other \_\_\_\_\_

**For demographic purposes only:** Student is  African-American  Asian/Pacific  Caucasian  East Indian  European  
 Hispanic  Middle Eastern  Native American  Multi-racial \_\_\_\_\_

**Parents' Marital Status:**  Single  Married  Domestic Partners  Divorced  Separated  Widowed

**If divorced or separated, who has legal custody?** \_\_\_\_\_

**Child Lives with:**  Both Parents  Mother  Father  Other \_\_\_\_\_

### Applicant's Parent or Legal Guardian

Name \_\_\_\_\_  
Relationship to student \_\_\_\_\_  
Home Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Work Phone \_\_\_\_\_  
Email \_\_\_\_\_

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Name \_\_\_\_\_  
Relationship to student \_\_\_\_\_  
Home Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Home Phone \_\_\_\_\_  
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City, State, Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
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Home Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Employer \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Work Phone \_\_\_\_\_  
Email \_\_\_\_\_

**Please star (\*) above which address(es) to use for all correspondence about this application. To complete the application process, please provide documentation of current custody agreement and contact information for all parents/guardians.**

Is there a person not listed above that will be financially responsible for tuition? If so, please provide contact information:

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Relationship to Student \_\_\_\_\_

If you plan to apply for the Tuition Adjustment Program, please complete the TA application form (in the office or downloadable) at [http://www.olympiawaldorf.org/uploads/2/5/3/0/25305972/2017-2018\\_tuition\\_adjustment\\_application.pdf](http://www.olympiawaldorf.org/uploads/2/5/3/0/25305972/2017-2018_tuition_adjustment_application.pdf)

In order to keep grandparents informed of school activities, they are sent invitations to special events. Please provide names and addresses of living grandparents:

First Name	Last Name	Address	City	State	Zip
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First Name	Last Name	Address	City	State	Zip
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First Name	Last Name	Address	City	State	Zip
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First Name	Last Name	Address	City	State	Zip
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**School(s) student has attended**

Name of School	Address (City, State, Zip)	Attendance Dates	Grade(s)
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Name of School	Address (City, State, Zip)	Attendance Dates	Grade(s)
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**Home Life**

Other children in student's family (name, age, school attending) \_\_\_\_\_

What language is spoken at home? \_\_\_\_\_

Subjects enjoyed most \_\_\_\_\_

Subjects enjoyed least \_\_\_\_\_

School activities (clubs, teams, orchestra, etc.) \_\_\_\_\_

Activities outside school (hobbies, scouting, music, etc.) \_\_\_\_\_

Has your child ever studied a foreign language? If so, please specify. \_\_\_\_\_

What do you consider student's strongest aptitudes and traits of character? \_\_\_\_\_

What traits would you especially like to see strengthened? \_\_\_\_\_

**Media:** We have found that children with less media exposure are more receptive to our curriculum, but understand that media is a major part of modern society. This information contributes to our understanding of the home life and helps us work together to best serve your child.

Does your child use the computer or play computer games? \_\_\_\_\_ How often? \_\_\_\_\_

Does your child watch TV or videos? \_\_\_\_\_ Which programs? \_\_\_\_\_

How often? \_\_\_\_\_ How long \_\_\_\_\_ When? \_\_\_\_\_

What kind of music do you and your children listen to at home? \_\_\_\_\_

Are you willing to adjust your child's scheduled extracurricular activities for appropriateness for your child's age? \_\_\_\_\_

**Special Considerations**

Please share some observations about your child’s learning style. \_\_\_\_\_

Do you have any concerns about your child’s learning style?  Yes  No

Has your child been diagnosed with a learning challenge?  Yes  No

Does your child have an IEP or an IFSP?  Yes  No **If yes, please provide OWS with a copy.**

Does your child have any health issues about which we should be aware?  Yes  No

Does your child regularly take prescription medication?  Yes  No

Do you have any concerns about your child’s social-emotional development?  Yes  No

Has your child ever struggled with behavioral or discipline issues at school?  Yes  No

If you replied “yes” to any of the above, please describe and provide details. \_\_\_\_\_

**Please read the following carefully:**

**Student Enrollment**

Acceptance into Olympia Waldorf School is conditional upon an interview between the faculty and the family. Once it is mutually agreed that Olympia Waldorf School is a good fit for the child, enrollment is secured by signing the tuition contract, paying the Enrollment Fee of \$200 (plus \$100 per additional sibling) and a tuition deposit of \$250. The remaining tuition is billed online through FACTS based on the timing of enrollment and on the payment plan chosen after enrollment is secured. All fees are non-refundable.

**6-Week Probationary Period**

Every new student will undergo a six-week period of evaluation. During this time, the student's parents/guardians will have the opportunity to become familiar with the school, and the teacher will be able to observe the student's needs and abilities. At the end of this period, the teacher may terminate the enrollment contract, or the student may be transferred to a more appropriate class. If the contract is terminated, tuition will be charged on a prorated basis.

**Parent Volunteerism**

Enrolling your child in a Waldorf school requires parent involvement. Private education cannot exist by virtue of tuition alone; both private and public schools owe much to their parent volunteers. The parents of the Olympia Waldorf School provide consistent service to the school by helping with school fundraisers, participating in committees, assisting in the maintenance of the school grounds and buildings, supporting the festivals, and attending regular classroom parent evenings throughout the school year.

**Signatures**

I/we acknowledge and affirm that I am the parent/legal guardian(s) of the above referenced child and that I am authorized to make any and all educational decisions for this child. I/We have read the above information and accept the terms regarding enrollment, fees and parental involvement in the Olympia Waldorf School. Both parents/legal guardians are required to sign. If you have sole responsibility for educational decisions, only your signature is required. Signature of Parent(s) or Legal Guardian(s)

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



**STUDENT APPLICATION FOR GRADES FOUR THROUGH EIGHT** *To be completed by incoming student.*

We would like to offer you, the student, the opportunity to tell us about yourself. By answering these questions, you are giving us insight into who you are. Please *handwrite* your answer on this form or attach a separate sheet.

Please include a copy of your favorite writing sample and a copy of a math sample that you have handed in to your teacher last year and that your teacher has returned to you with comments.

What is your favorite subject in school? Why is it your favorite?

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What book have you enjoyed reading recently? Why?

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What are some of your favorite things to do when you have free time?

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Tell us about someone you admire and why?

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What do you like best about yourself and why?

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How have you spent the last two summers?

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The above questions and attached work samples represent my own honest and original effort.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_



## Request for Student Records

Date: \_\_\_\_\_

To the Registrar of: \_\_\_\_\_

For (list all students' names and DOBs): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_(Please initial) *I consent for the above named school to release my child(ren)'s school records to Olympia Waldorf School.*

Please send a **copy** of the student's cumulative file to:

Olympia Waldorf School  
PO Box 130  
East Olympia, WA 98540

**Or, scan and email to:** [enroll@olympiawaldorf.org](mailto:enroll@olympiawaldorf.org)

Please call 360-493-0906 if you have any questions. We appreciate your assistance.

Sincerely,

Mandy Thompson  
OWS Enrollment Coordinator

*In compliance with the Family Educational Rights and Privacy Act of 1974, the parent or guardian of the above named student has authorized this request for transfer of records.*