Alexander Graham Bell Montessori School & AEHI

9300 Capitol Drive Wheeling, IL 60090 847/850-5490

2026/2027 Enrollment Information: Once you've decided to enroll, please fill out the information below and submit. Email or call Mary Joe at maryjoe.mcnamara@agbms.org to review application and enrollment documents. New families please submit your **$150.00 non-refundable** application fee with this form. ***Only one application fee is required per family.***

New Student(s) _____

Parent Name _____ Parent Name _____

Address: _____

Street *City* *State* *Zip*

Parent #1 _____

Home Phone *Work Phone* *Cell Phone*

Parent #2 _____

Home Phone *Work Phone* *Cell Phone*

Parent #1 _____ Parent #2 _____

Email *Email*

Child #1 _____

Name *Birthdate* *Gender*

Child #2 _____

Name *Birthdate* *Gender*

Child#1 Program	AM / PM Care	Child#2 Program	AM/ PM Care
____ *5 Half Days*		____ *5 Half Days*	
____ *3 Full Days*	____	____ *3 Full Days*	____
____ *4 Full Days*	____	____ *4 Full Days*	____
____ *5 Full Days*	____	____ *5 Full Days*	____

Ethnicity: _____ *Ethnicity:* _____ *Ethnicity:* _____

Combined Household Income: ☐ <$50,000 ☐ *$50-75,000* ☐ *$75-100,000* ☐ *Prefer to not respond*

Parent/Guardian Name: _____ *Parent/Guardian Signature:* _____

For OFFICE USE ONLY: To complete the registration process, the following forms will also need to be submitted:

- ☐ **Enrollment Form**
- ☐ **Parent Contract**
- ☐ **Health & Wellness**
- ☐ **Child History**
- ☐ **Physical & Immunization Form**
- ☐ **Sunscreen Waiver**
- ☐ **Emergency Card**
- ☐ **ACH Form**
- ☐ **Bullying Acknowledgement Form**
- ☐ **Other**

Registration Completed

On: _____

Paperwork collected and reviewed by: _____

Notes:

Sibling Discount

There is a 10% discount (tuition only) for second sibling enrolled in the school full time, 15% for third child, provided the parents pay tuition and care for the other child or children as well.

This also does not apply to fees.

Tuition Payments for 2026/2027 School Year

Tuition is due in ten*(10) installments beginning July 24, 2026 and the 26th or last business day before 27th of each month thereafter until April 26, 2027. Parents will be required to enroll in our **Automated Clearing House ACH program by providing checking account information or credit card 4umbers. (Credit card transactions subject to a 3% service charge)

Returned Check Charge There is a $20 charge for all returned checks or returned ACH drafts, each time

Delinquency Policy

If a tuition draw comes back NSF or a family does not have their tuition paid by the third (3rd) of the month, a late fee of $200 will be assessed. On the 4th day of the month, a note will go home to the family stating that the late fee has been charged to their account and tuition will need to be paid by the 5th of the month or their child will not be allowed to return until their tuition is current, except when there are extenuating circumstances in a given month and specific arrangements have been made between the family and the school Business Administrator as to when the tuition will be paid. On the 2nd of the month, a reminder phone call will be made to the family to state that their tuition needs to be paid the following day or their child cannot attend school. Once tuition is current, the child will be able to return to school.

Deposit

Enrollment at AGBMS-AEHI is considered to be a commitment for the entire school year. Staffing levels are set and other cost commitments are made based on planned annual enrollment levels. There is a $500.00 deposit required at the time of enrolling each new student which is credited to the first month tuition. Deposit will be forfeited if not enrolled.

***Donation**

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Each family at AGBMS-AEHI is expected to participate in raising funds for our school. Each family shall donate a minimum of $700.00 to help cover the cost of their child's education. This $700.00 tax deductible donation will be billed to the family in 4 payments which will be due in September, November, February and April; each billing will be in the amount of $175.00 each. Parents are also encouraged to submit donation match requests to employers.

Contacts for ……

Enrollment questions? MaryJoe.McNamara@agbms.org
Tuition questions? Kim.Roscoe@agbms.org
Curriculum questions? Julissa.Zenteno@agbms.org