



ADMISSIONS KIT

Admission Procedures

Thank you for considering NH School of Applied Learning (NHSAL) for your student's education. Our admission process serves several important purposes. It allows you, the parent, to become better acquainted with our mission and practices. Likewise, it provides us with the opportunity to learn about your expectations and goals for your student's education.

In order to be considered for admission, families must complete these steps:

1. Information - Request a program review with the Head of School, Debra Hogan
2. Application - Complete and submit an Application for Admission with the one-time \$150 non-refundable fee.
3. Transcript/Teacher Recommendation - Please sign and submit the Math and Language Arts Teacher recommendation forms along with the Records Release form. This information must be received prior to acceptance and is necessary to make your student's application complete.
4. Interview - Upon receipt of your completed application records and evaluations/recommendations, prospective parents will be contacted to schedule their student's interview at NHSAL. Interviews are intended to determine the student's appropriateness and readiness for NHSAL placement.
5. Acceptance - Letters of acceptance, non-acceptance and wait lists will be mailed within 7 days of the interview date. An admissions packet including the tuition contract will be included for accepted students.
5. Response - Once your student has been accepted to NHSAL, Parents/Guardians will have ten (10) days from the date the contract was written to respond. Tuition deposit is due with the enrollment contract. Enrollment contracts are available on a space-available basis. Families are encouraged to respond promptly to secure placement.

Admission Policy

Admissions decisions are based upon the space available and an evaluation of the suitability of NHSAL for each student. Generally, priority consideration for enrollment is given to applicants in the following order: (1) qualified siblings of current NHSAL students; (2) all other qualified applicants. Great care is taken to maintain a balance of gender, age, and learning differences and styles in each classroom.

NH School of Applied Learning is a non-sectarian school that does not discriminate against individuals on the basis of race, color, religion, national or ethnic origin, political beliefs, disabilities, marital status or sexual orientation in the administration of its educational policies, admission or hiring policies, and other school and administered programs.

Payment Schedules

Tuition Payment Plan - The School offers three tuition payment plans as outlined below. **Single Payment Plan** - Payment of 100% of tuition plus all fees on or before June 1. Those who select this option qualify for a 3% discount of the annual tuition.

Two Payment Plan - The first Payment is comprised of 50% of tuition plus all Fees on or before June 1. The second payment is comprised of 50% of Tuition paid on or before December 1. Those who select this option qualify for a 1% discount of the annual tuition.

Ten Payment Plan** - Ten equal monthly payments each of 10% of the total of Tuition, the first payment is due including all Fees on or before June 1. Following payments are due beginning August 1 with final payment due April 1.

***The ten month payment plan is managed through a third party. All fee obligations associated with this plan will be incurred by the participating family.*

Please Note: Late Fees of \$50.00 will be assessed on unpaid balances after the payment due dates.

In case of a check being returned for insufficient funds, a \$35.00 fee will be assessed for each occurrence.

Non-refundability of Tuition Deposit and Tuition Fees - The Tuition Deposit and the annual Tuition and Fees are non-refundable.

Cancellation of the Reservation Agreement and Enrollment Contract - The Reservation Agreement and Enrollment Contract may only be cancelled in writing delivered to the Head of School at Southern NH Education Center, 1E Commons Drive #28 Londonderry, New Hampshire 03053 provided such written notice is received by the School on or before May 1. Any such cancellation will result in the forfeiture of the entire Tuition Deposit; any cancellation after May 1 and before August 1 will result in the family being responsible for 50% of the year's tuition; and any cancellation on August 1 or later will result in full tuition responsibility.

If, on or after August 1, a student is absent, withdrawn, or dismissed from school for any reason whatsoever, the obligation to pay annual Tuition and Fees shall continue as though the student was enrolled and in attendance for the entire academic year.

Non-transferability of Tuition Deposit, Tuition, and Fees - The Tuition Deposit and Fees are not transferable and will not be applied to another child's tuition, ancillary program fees, or volunteer co-op fees and the like.

Student Accounts in Arrears - The School may refuse to sign a contract with a parent and/or a legal guardian whose payments of tuition and fees are in arrears from a previous school year. The School will release a student's record only when the student's account is paid in full. The School may also terminate student enrollment when there is a failure to pay tuition and fees.

Please see www.nhsal.org/tuition-fees for the Tuition Schedule.

Tuition discounts: Multiple Sibling Discounts (*discount for additional sibling(s)* 5%) Annual Payment Plan (*discount of 3%*)

Semi-annual Payment Plan (*discount of 1%*)