



# The Cozy Place Homeschool Academy Application

## REQUIREMENTS

### Admissions and Eligibility

Starting in the 2024-2025 school year, The Cozy Place Academy will provide support for families with students in 3<sup>rd</sup> through 8<sup>th</sup> grade. In general, students should be at least 8 years old by September 1<sup>st</sup>, 2024.

Applications must be submitted prior to May 1<sup>st</sup> and will be open beginning February 1<sup>st</sup> for returning students and March 1<sup>st</sup> for new students. A **\$25**, non-refundable fee must accompany the application. Applicants will be notified within two weeks of submission if it has been accepted. Upon notification, applicants will be provided with their enrollment packet, which must be completed.

Due to our limited availability for the upcoming year, we will be providing an option for parents to place their child on a waiting list for the next school year, or in case another student decides to drop out.

### Application

In order to plan our curriculum accordingly as well as place our students in the appropriate level, we require the following during the application process to fully assess each student.

- Report cards from the previous grade levels/years which include student essays, reports, and testing as a full portfolio/transcript.
- Graded writing sample.
- List of extracurricular activities.
- Attendance at the open house in May with student(s).
- Completed application below.

**Please complete all sections and attach with the rest of the required application information and registration fee. If you are registering more than 1 student, please fill out an additional application form.**

Student's Full Name and Birthdate: \_\_\_\_\_

What school has your child previously attended? \_\_\_\_\_

#1 Guardian's Full Name: \_\_\_\_\_

#2 Guardian's Full Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Best Phone Number to Reach Child's Guardian: \_\_\_\_\_

Email Address: \_\_\_\_\_

2 Additional Emergency Contacts (Name & Phone): \_\_\_\_\_

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What attracted you to The Cozy Place Academy's educational model? \_\_\_\_\_

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What aspects of The Cozy Place Academy are appealing to you and your family? \_\_\_\_\_

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Do you currently attend a local co-op? If so, where? \_\_\_\_\_

\_\_\_\_\_

Were you referred to The Cozy Place Academy? If so, by whom? \_\_\_\_\_

\_\_\_\_\_

Is there anything that we would need to know about your child? This includes allergies, homeschool experience, learning disabilities, concerns, etc. \_\_\_\_\_

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Is there a subject or area in which your child may need additional support? \_\_\_\_\_

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I agree to send a full transcript of my child's past school years. Yes No

I agree to include my child's graded writing sample. Yes No

I agree to send a complete list of my child's extracurricular activities. Yes No

I agree to attend The Cozy Place Academy's open house in May. Yes No

I agree to pay the annual, non-refundable \$25 application fee per child. Yes No

I understand the requirements of attendance, tuition, and additional policies for The Cozy Place Academy. Yes No

I understand that The Cozy Place Academy is only a homeschool support program that does not offer a full academic schedule and that I will need to supply my child with additional subjects including math, grammar, and foreign language. Yes No

By signing this application, you agree to all of the above and the policies written on the following page in writing.

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Guardian's signature

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Guardian's printed name

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Date of signature

## **POLICIES**

### **School Year**

The 2024-2025 school year runs from September 2<sup>nd</sup>, 2024, to May 21<sup>st</sup>, 2025 (35 weeks total). The last day of classes is set aside for an end-of-year parent/teacher conference to review grades.

## Grading and Level Placement

Students' academic level will be assessed in the summer before attending class at The Cozy Place Academy. Since instruction is given in a multi-age classroom environment, grade level is less relevant.

Students will be given letter grades and report cards at the end of the year. All students progress through the curriculum based on mastery of the material as well as grades on tests and reports. We will ensure that each student has work tailored to their skill set and academic level so that they can progress at their own pace.

## From Home to Classroom

Students will be sent home with homework assignments and project that must be completed within the timeline given. If these assignments are not completed within that given time, students will be marked down for incomplete assignments. Parents will be expected to support their child(ren) in these assignments and making time to get them completed.

## Tuition and Fees

**Registration fee:** \$25 per student to reserve the student's spot for the upcoming school year. This fee is non-refundable.

**Books and materials:** This fee depends on the level of the student and whether they are attending both regular school days and electives. The exact fee will be determined after placement testing and any AP class selections. Every effort will be made to make this fee as affordable as possible. Books and materials for both regular and elective classes will be \$200 per year. This covers all books and learning materials. At your student's level evaluation, parents will be directed as to what curriculum materials to buy.

**Tuition:** Single class (history, literature, science) \$1,000 per school year per class selection.

Elective Cluster (12 weeks-full school year/2 semesters) \$200 – \$600 per school year.

**Payment options:** Tuition payments are due on the first of each month, August-May. Please make checks payable to Providence Arts LLC with your child's name on the memo line. Please give check payments directly to the Education Director.

There are three options for tuition payments. When you complete your registration packet, you will be asked to choose from one of the payment options.

**Option 1:** Pay in full on or before August 10<sup>th</sup>.

**Option 2:** Pay the first semester on or before August 10<sup>th</sup> and the second semester on or before January 10<sup>th</sup>.

**Option 3:** Monthly payment starting on August 10<sup>th</sup> and continuing until May 10<sup>th</sup>.

No discounts are given for siblings or early payments. The tuition costs are calculated at the actual cost of operations. If tuition costs are a financial burden (especially for those with multiple children attending), an application can be made to the Education Director for tuition assistance, but we cannot promise assistance, depending on the number of applications.