

2025-2026 Application for Admission

Irvine Schools



Child's legal name: First _____ Last _____
 Preferred first name _____ ☐ Male ☐ Female Date of birth _____
 School applying to _____ Previously attended LePort? ☐ No ☐ Yes; school _____

	Parent / Guardian #1	Parent / Guardian #2
Name	_____	_____
Relationship to child	_____	_____
Occupation	_____	_____
Street address	_____	_____
City, State, Zip	_____	_____
Email	_____	_____
Home phone	_____	_____
Cell phone	_____ Carrier _____	_____ Carrier _____

Program level		Core program monthly tuition	
		Academic Year	Year Round
<input type="checkbox"/> Infant 3 months - 24 months (Spectrum & Westpark)	7 am – 6 pm any 9.5 hours	<input type="checkbox"/> \$3,390	<input type="checkbox"/> \$2,980
<input type="checkbox"/> Toddler 18 months - 3 years (Orchard Hills 2-3 years)	8 am - 3 pm	<input type="checkbox"/> \$2,515	<input type="checkbox"/> \$2,245
<input type="checkbox"/> Primary ages 3 - 6, preschool + kindergarten	8 am - 3 pm	<input type="checkbox"/> \$2,295	<input type="checkbox"/> \$2,020
<input type="checkbox"/> Elementary/Middle School 1st - 8th (Spectrum)	8 am - 3 pm	<input type="checkbox"/> \$2,755	Academic year, before discounts

Schedule options	Language options	Discounts
Half-day discount 8 am - 12 pm (ages 1.5 - 4 only) <input type="checkbox"/> -\$285	Spanish <input type="checkbox"/> +\$235	Sibling per sibling (2+ children enrolled) <input type="checkbox"/> -\$100
Extended afternoon add-on 3 - 4:30 pm <input type="checkbox"/> +\$180	Mandarin <input type="checkbox"/> +\$355 <i>Irvine Mandarin</i>	K-8 for families returning after 2+ years with LePort <input type="checkbox"/> -\$250
Extended day add-on 7 - 8 am and 3 - 6 pm <input type="checkbox"/> +\$385		Other discounts (e.g., financial aid) <input type="checkbox"/> -\$ _____

Core program monthly tuition \$ _____ Total monthly tuition adjustments \$ _____

Total tuition per monthly payment *core program monthly tuition +/- monthly tuition adjustments* \$ _____

Contract term & number of payments	Academic year (late Aug - early June; no holiday care, 9x, due Sept - May)	<input type="checkbox"/>	9 payments
	Year round (late Aug - mid Aug; includes holiday care, 12x, due Sept - Aug)	<input type="checkbox"/>	12 payments
Deposit due with app.	Non refundable deposit will be held on file. It will then be applied toward your last tuition payment due when your child graduates/leaves. (\$2,000 for the first child, \$1,000 for each additional sibling enrolled concurrently.)	<input type="checkbox"/>	\$2,000
		<input type="checkbox"/>	\$1,000
		<input type="checkbox"/>	N/A (re-enrolling)
Returned ACH Fee	\$45		
Early/ Late Fee	\$25 for every 15 minutes per child		

For School Office Use Only School _____ Date deposit received _____ CC _____ ACH _____ Check _____ Cash _____ Child's start date _____

This Enrollment Agreement ("Agreement") is entered between LePort Montessori ("School") and the undersigned Parents/Guardians ("Parents"), who affirm they have authority to enter into this Agreement for the enrollment of their child ("Student") for the 2025-26 school year ("School Year"). In consideration for the enrollment of Student by the School, Parents acknowledge and agree to comply with and be bound by the terms and conditions outlined below.

Media Release: Parents authorize the School, Spring Education Group, its successors, and assigns to use Student's image, voice, or work in any advertising or other media. Parents may opt out of this provision by written notice to the School.

Tuition: Parents agree to pay tuition and fees, as set forth on the Application for Admission ("Fee Schedule") which is incorporated herein by reference, in accordance with their selected installment/payment plan. In addition to the tuition and fees set forth in the Fee Schedule, Parents will pay for any extra charges incurred by Student for care or activities. Under no circumstances will any portion of tuition or fees be refunded, forgiven, or reduced except as specifically stated in this Agreement. If Parents are participating in a program where a third party will pay tuition on their behalf, Parents understand and agree that they are liable for full tuition and late fees in the event the third party fails to pay.

No Reduction in Tuition: Except as specifically stated in this Agreement, Parents agree and accept the obligation to pay the full tuition and fees for Student for the entire School Year, regardless of whether Student is absent, withdrawn, dismissed, or otherwise ceases to attend the School for all or a portion of the School Year, regardless of whether such decision is made by the School or by Parents. The retention of sums paid and the requirement to pay sums outstanding, if any, shall be deemed liquidated damages, it being impractical to fix actual damages at the time of making this Agreement.

Kindergarten and Elementary Credit: LePort offers a credit toward kindergarten and elementary tuition for continuing families: we value the benefit of a consistent Montessori experience, and want to make it easier for you to decide to continue your child's Montessori education into the elementary years. If your child has been with us consecutively for two or more years prior to the start of a given school year, you will receive \$250 off per month for Kindergarten (the year your child turns 5 by September 1st) through Elementary. See the Parent Handbook for limitations on combining this credit with other discounts.

Sibling Discount: When two or more siblings are enrolled concurrently at LePort, a \$100 discount is applied monthly to each child's tuition.

What is Included with Tuition: Our tuition covers many items other schools charge for separately—such as daily snacks, school materials (such as binders, books, arts & crafts supplies, sheets and blankets), and registration fees. Where we offer an optional lunch program provided by an outside vendor it is billed separately. Field trips are paid separately. LePort engages staff, purchases supplies and equipment, and plans its operational budget on the assumption children are enrolled for a complete program, so there is no reduction in fees for absences, vacations, or shorter academic months.

Holiday / In-Service Days: Tuition is continuous throughout the School Year (taking into account the days the School is closed) and guarantees a place for Student at the School for the School Year, as designated on the school calendar. No credit will be given for holidays, professional in-service days, school closures, or Student's absences or illnesses.

Hours / Late Pick-up Charges: The School's hours of operation, are published and subject to change with advanced notice. As set forth on the Fee Schedule, extended care is a separate charge and requires registration, and Parents are obligated to pay the additional charges incurred. Early drop off and late pick up charges are also set forth on the Fee Schedule. In the School's sole discretion, it may increase the applicable early drop off and late pick up charges if a Student is repeatedly dropped off early or picked up late.

Tuition Due / Late Charges: Tuition and fee payments are due and payable by the due dates stated on the Fee Schedule. Tuition and fees are considered delinquent at 12:00 noon on the day following the due date, after which late charges and/or interest will be assessed as reflected on the Fee Schedule. If tuition and any other outstanding charges are not paid within seven days of the date due (or within five banking days of notification to Parents, in the case of a returned check), Student may be temporarily or permanently suspended or removed from any class or activity until all past due payments, including

applicable late charges and/or interest, have been paid; such suspension or removal will in no way be considered a breach of contract by the School, nor will it relieve Parents of the obligation to make such past due payments together with late charges and/or interest to the date of payment.

Tuition Deposit: A \$2,000 deposit is required for the first child, and \$1,000 for each additional child attending concurrently. Deposits are due at the time of application and will be held on account for the duration of your child's enrollment at LePort. When you re-enroll for another year (typically in February-March), your deposit is used to secure your spot for the next school year. No additional deposit is needed; however, upon re-enrollment, if you withdraw your child, the first billing period a deposit can be applied to is September of the following school year.

The minimum deposit of \$2,000 shall remain on the family's account at all times while a child is enrolled and will be applied toward tuition when the final child is withdrawn. The deposit is non-refundable. Some amount may be refunded in certain conditions—specifically, a major/terminal illness or death in the immediate family (parents or children), or termination of the child's enrollment by LePort. *Deposits are not refunded for events such as a move, job loss, illness in the extended family, changing family circumstances (such as divorce or a grandparent moving to the area), or similar events.*

Returned Checks or NSF ACH: A service charge will be assessed, in the amount set forth on the Fee Schedule for a check or ACH returned for any reason, in addition to any applicable late charge and/or interest, unless payment is received to cover the funds within three banking days of notification. If a check is returned three times within a three-month period, then for a period of one year, Parents must make all payments by money order, certified check, or by cash (subject to the policy on "Cash Payments").

Withdrawal: When you withdraw your child with proper notice, the deposit will be applied toward tuition for the final billing period. If the deposit is insufficient to cover tuition for the final billing period, payment for the balance will be required. You must provide notice by the 20th of a month, for the deposit to be applied to the next month's tuition. If you give notice after the 20th of the month, your deposit will be applied to the second following month. For example: (1) Notice is provided on January 20th. Your deposit is applied toward February tuition. (2) Notice is given on January 21st, your deposit is applied to March tuition, and you still owe February tuition.

Year-round enrollment: The lower monthly payment for year-round enrollment includes holiday care over the spring breaks, as well as care during some bridge days at the beginning and end of summer. We count on year-round families to attend school during the summer, when our enrollment is typically lower. If enrolling year-round, you may not switch to academic year. Also, your deposit cannot be applied to the April, May or June billing periods.

Payment Options: Tuition is paid monthly, in 9 payments (September-May, academic year), or 12 payments (September-August, year-round). Tuition may be paid automatically on the 1st of each month using our ACH (automatic payment) system. There is a \$25 fee per payment for payments made by any method other than ACH. If the payment is received after the 1st, late fees will apply. A fee of \$45 will be charged on all checks returned by the bank. We do not accept tuition payment by credit card. See the Parent Handbook for payment policy details.

Tuition Changes: Tuition typically increases every year, to allow us to invest in program quality and give pay raises to our staff. Enrolled families will receive written notice of tuition increases at least thirty days prior to such increases taking effect. Families receive current pricing when touring and adding their child to the waitlist. Enrollment offers will be made at the tuition rate then in effect.

Admissions Procedures: Parents and Student must comply with all School admissions policies and procedures.

School Policies / Discipline and Dismissal: By executing this Agreement, Parents agree that they and Student will abide by the School's rules, regulations, policies, and codes of conduct and character, as may be adopted or amended from time to time, including but not limited to the School's dress code, immunization policy, and any other health-related policies, its acceptable use policy, and its Parent and Student Handbook. Parents acknowledge that the School reserves the right, in its sole discretion, to dismiss or otherwise discipline any student: who does not meet the behavioral and/or academic standards of the School, who violates any School policies, or whose conduct at any time or place interferes with the School program; or if the School does not have adequate expertise or resources for Student's educational, medical, or other needs (subject to any applicable regulatory requirements), or the School determines it to be in the best interests of the School. In the School's sole discretion, suspension or dismissal may be with or without notice.

Parent Cooperation: A positive and constructive relationship among the School, Student, Parents, and Student's other family is essential to the fulfillment of the School's educational objectives, mission, and operations. If the behavior, communication, or interaction on-campus, off-campus (including during School-sponsored events), or via electronic means, of Parents or other individuals interacting with the School and/or School community by virtue of their relationship with Student is disruptive, intimidating, overly aggressive, reflects a loss of confidence in or serious disagreement with the School, including but not limited to disagreement with its standards, policies, procedures, responsibilities, delivery of the program, strategic initiatives, personnel, or leadership; imperils accomplishment of its educational purpose or program; threatens the health safety or well-being of another member of the School community; or is otherwise inconsistent with commitments shared by members of the community, Parents understand and agree that the School has the right to dismiss Student from the School or implement other such restrictions, as determined in the School's sole discretion.

Authorization: Parents must sign Student in and out of the Schools care. Parents agree to notify School in writing of anyone else authorized by Parents to pick up Student, including any changes throughout the school year. School is not liable to Parents for allowing anyone authorized by Parents to pick up Student.

Health and Safety: Parents understand that the safety and security of all students is the School's highest priority. Parents understand and agree that the School reserves the right, in its sole discretion, to implement policies to protect the health and safety of the School community.

Student Illness / Emergency: The Schools strives to maintain a healthy, safe environment for its students. In that light, students may not attend the School while ill (as determined in the School's sole discretion). The School will notify Parents and/or emergency contacts if Student becomes ill, and Parents must pick up him/her as soon as possible. Parents authorize the School to obtain immediate medical care if a medical emergency occurs when Parents cannot be located immediately. Such care may be from a physician or hospital other than Student's physician, if, in the School's sole discretion, there is insufficient time first to contact Student's physician. Parents authorize the School to determine when an emergency exists.

Student Digital Privacy: From time to time the School may hold classes remotely via distance-learning and/or may utilize various software applications and web-based services to deliver the best possible education to its students

(the "Online Services"). In order to use the Online Services, students must often be registered in these systems using personally identifying information -- generally their name, email address, and/or a student ID. During periods of distance-learning and when otherwise using the Online Services, School faculty, staff, administrators, and other employees or agents must communicate with students electronically through e-mail, instant messaging services through the various Online Services, or through videoconference. By signing this Agreement, Parents consent to Student's participation in distance-learning and provide permission for School personnel to communicate with themselves and Student via electronic communications. Parents further authorize the School to provide consent for Student's use of the Online Services on Parents' behalf and to provide Student's basic information to the Online Services when required to do so.

Internet Use: Parents recognize that, while the internet has the potential to provide vast resources and tremendous learning opportunities for students, searching the internet can expose students to dangerous or inappropriate material. Parents release the School and its employees from all claims, charges, and damages of any nature arising from use or misuse of the internet. Parents further agree that the School may condition Student's use of the internet upon execution by Parents and Student of further documentation as may be required by the School.

Renewal: Enrollment at the School is on a School Year basis. Student will not be enrolled for the following School Year, unless Parents enter into a new enrollment agreement with the School for that School Year and pay all applicable tuition and fees.

The Assumption of the Risk and Release / Responsibility: Parents authorize and permit Student to attend and participate in all aspects of the educational experience and School activities. Parents understand that there are inherent risks involved in such activities, and voluntarily assume and accept such arising from Student's participation. Parents release the School, its affiliates, employees, and agents from all claims, liability, and damages that Parents or Student may have for personal injuries or property damage, loss or theft resulting from Student's participation. Further, Parents take responsibility for any loss, damage, or destruction by Student of any property of the School or others and for any damages for which the School becomes liable or chargeable because of Student's actions.

Acts Beyond the Schools Control: Parents agree that in the event of any failure, delay, or modification in the School's performance or delivery of program under this Agreement resulting from causes beyond the School's reasonable control and occurring without its fault or negligence, including without limitation, acts of nature, fire, pandemic, government restrictions, wars, and insurrections, the tuition obligations under this Agreement shall continue and the School shall not be liable for any such failure or delay in its performance. Parents understand that School schedules may be modified and/or classes may be conducted via distance-learning basis, at the School's discretion.

Cost of Collection: If the School refers Student's account for collection, Parents will pay all of the School's costs of collection, including (but not limited to) attorneys' fees.

Student Records: All student records remain the property of the School, except as may otherwise be provided by law. School is not obligated to release to Parents, Student, or any other school any student records until all financial obligations to the School are paid in full, except as may otherwise be provided by law.

Parents certify they have read and understand this Agreement in its entirety, as well as the Fee Schedule, which is incorporated by reference.

Parent/Guardian Name 1 (Printed)

Parent/Guardian Signature 1

Date

Parent/Guardian Name 2 (Printed)

Parent/Guardian Signature 2

Date

LePort Administration Name (Printed)

LePort Administration Signature

Date