



Episcopal Church of the
**ASCENSION
DAY SCHOOL**
Love. Laugh. Learn.

PROSPECTIVE FAMILIES

1. The Ascension Day School application is found on our website. You may submit your application in person at 8787 Greenville Ave. Dallas, TX 75243 or via email at adsadmin@ascensiondallas.org. You are not required to submit a \$25 application fee until after your family attends a tour. Applications for new families are placed in the order in which they are received.

2. Tours are typically on the 1st Wednesday of every month at 10:00 AM when school is in session. You must RSVP for a tour by emailing adsadmin@ascensiondallas.org.

3. The Ascension Day School year runs from September-May. Classes are held Mondays – Thursdays from 9:00AM–2:00PM with 2-day, 3-day, and 4-day options depending on the age and class. *We offer extended day options from 8:00 - 9:00 AM & 2:00 - 2:45 PM on a first come, first serve basis. Extended Day operates only if enough students enroll and times may change depending on enrollment.*

4. Registration for new families starts at the end of January and will continue until classes are filled. When registration opens, the Director will go in the order in which the applications were received. You will receive an email from the Director with complete information on how to enroll. You will have 3 business days to confirm your spot. If the Registration/Supply Fee is not received within this time frame, the spot will be offered to the next applicant.

5. Classes are formed as follows:

- The Toddler class is offered for students who are 15 months old (but not yet 2 years old) by September 1st.
- The Twos class is offered for students who are 2 years old (but not yet 3) by September 1st.
- The Threes class is offered for students who are 3 years old (but not yet 4) by September 1st.
- The Pre-K class is offered for students who are 4 years old (but not yet 5) by September 1st.
- The Bridge/Kindergarten class is offered for students who are 5 years old by September 1st.

(Please note: class placement is based on development as well as age, is at the discretion of the ADS Director, and is subject to change based on current family enrollment; children must be potty trained in threes and up classes).

6. **We must receive the following forms within 30 days of registering:** Health Record (*signed by physician*), current Immunization Record, and Allergy Form (if applicable). **The following additional forms must be received at our back to school Parent Orientation event or before the first day of school:** Child Assessment, Parent Handbook Consent, Authorization to Release, and Extended Day Form (if applicable). All Forms can be found and printed on the Ascension Day School Website.

7. The Registration Form, along with your Registration/Supply Fee, is due at the time of registration to reserve your child's placement at ADS. **The Registration/Supply Fee is non-refundable.**

Registration/Supply Fee

| Class | 2 days | 3 days | 4 days |
|------------------------|---------------|---------------|---------------|
| TODDLER | \$300 | ---- | \$500 |
| 2's | \$300 | ---- | \$500 |
| 3's & Pre-K | ---- | \$375 | \$450 |
| Kindergarten | ---- | ---- | \$450 |

8. Monthly Tuition is not prorated for holidays, school closings, or absences. These events have already been calculated into our monthly tuition rates.

Monthly Tuition

| Class | 2 days | 3 days | 4 days |
|------------------------|---------------|---------------|---------------|
| TODDLER | \$335 | ---- | \$540 |
| 2's | \$335 | | \$540 |
| 3's & Pre-K | ---- | \$430 | \$540 |
| Bridge | ---- | ---- | \$540 |

*12:30 pick-up option is offered in the 3 day/week classes= tuition is \$375