

RIDGEWOOD PREPARATORY SCHOOL

201 PASADENA AVENUE
METAIRIE, LOUISIANA

APPLICATION FOR ADMISSION



The application must **be signed and dated on the last page**. Please read the "Terms of Admission" and "Agreement" sections before **signing**.

The registration fee must accompany the application. The fee may be paid by personal check, certified check, cashier's check, travelers check, money order, or cash. Credit cards are not accepted.

The "Grade" being entered (top of Page 2) should be indicated.

Social Security numbers of parents/guardians should be indicated.

The frequency of payment (Monthly, Semi-Annual, Annual) should be checked.

Please be sure to indicate all relevant telephone numbers.

STUDENT'S NAME _____

PROPOSED DATE OF ENTRANCE _____

PARENT / GUARDIAN / RESPONSIBLE PARTY INFORMATION:

FATHER'S NAME _____ SOC. SEC.# _____
FIRST MIDDLE LAST

MOTHER'S NAME _____ SOC. SEC.# _____
FIRST MIDDLE LAST

MARTIAL STATUS: ___ SINGLE ___ MARRIED ___ SEPARATED ___ DIVORCED ___ WIDOWED

FATHER'S OR MOTHER'S HOME ADDRESS & PHONE NUMBER IF DIFFERENT FROM STUDENTS:

PARTY RESPONSIBLE FOR PAYMENT
(IF DIFFERENT FROM ABOVE NAMED)

ADDRESS (IF DIFFERENT FROM
STUDENT'S HOME ADDRESS)

FIRST NAME M.I. LAST NAME

STREET

CITY / STATE / ZIP CODE

PHONE NUMBER (IF DIFFERENT FROM STUDENT'S HOME PHONE) _____

RELATIONSHIP TO STUDENT _____

PAYMENT WILL BE MADE: ___ MONTHLY ___ SEMI-ANNUALLY ___ ANNUALLY
(APPLICANT PLEASE REVIEW THE INFORMATION PROVIDED & CHECK THE OPTION DESIRED.
YOU WILL BE BILLED MONTHLY IF NO SELECTION IS MADE.)

EMPLOYMENT INFORMATION:

FATHER'S EMPLOYER _____ POSITION _____

EMPLOYER'S ADDRESS _____ PHONE _____
STREET / CITY / STATE / ZIP CODE
E-MAIL _____ CELL PHONE _____

MOTHER'S EMPLOYER _____ POSITION _____

EMPLOYER'S ADDRESS _____ PHONE _____
STREET / CITY / STATE / ZIP CODE
E-MAIL _____ CELL PHONE _____

ALUMNI INFORMATION:

PARENTS OR OTHER RELATIVES GRADUATED FROM RIDGEWOOD

NAME _____ CLASS OF _____

ADDRESS _____ RELATIONSHIP _____

CITY / STATE / ZIP _____

NAME _____ CLASS OF _____

ADDRESS _____ RELATIONSHIP _____

CITY / STATE / ZIP _____

OTHER CHILDREN'S NAMES:	AGES	GRADES	SCHOOLS ATTENDING
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PLEASE READ TERMS OF ADMISSION AND SIGN AGREEMENT ON THE LAST PAGE

RIDGEWOOD PREPARATORY SCHOOL
201 Pasadena Avenue
Metairie, Louisiana 70001

(504) 835-2545
Fax (504) 837-1864

TERMS OF ADMISSION

This Application for Admission to Ridgewood Preparatory School (The School) must be completed in its entirety and filed with the school office.

The application will not be regarded as complete unless the parent or responsible party has paid the Registration Fee, provided all necessary information requested in this form, signed the Agreement below, and given satisfactory evidence of the student's previous school record.

Every prospective student must take an entrance examination.

A Registration Fee is required of each student each year. This fee is not refundable unless the student's admission is rejected by The School. There is an additional charge if monthly payments are desired. (See enclosed Tuition & Fee Schedule.)

Tuition charges and certain other fees shown on the Tuition & Fee Schedule and as described in the general information booklet (commonly called the "Parental Brochure" by The School), given annually to every parent/responsible party, become due on the first day of the school session. The initial payment, in accordance with the payment option selected in writing by the parent/responsible party, must be received by the school office no later than the opening day of school.

Students will not be admitted to class on the opening day of school unless financial accounts are current, and will be denied admission to class during the school session if accounts fall in arrears.

No reduction in tuition charges will be made for absence, withdrawal, or dismissal from school.

Report cards and/or transcripts will not be released until all financial and other obligations to The School have been satisfied.

All remittances should be made payable to RIDGEWOOD PREPARATORY SCHOOL.

AGREEMENT

The undersigned parent/responsible party understands that students are not accepted for admission for less than one complete school session, and agrees to be bound by the Terms of Admission described hereinabove and by other requirements of enrollment as summarized in the Parental Brochure.

It is further understood and agreed that should the undersigned parent/responsible party default on any financial obligations to the school, their account will be turned over to the school's attorney for collection, and an attorney's fee of twenty-five percent (25%) of the outstanding amount, plus judicial interest from the date of delinquency and court costs, will be added to and become a part of the balance due.

The undersigned also understands that these Terms of Admission remain in effect for as long as the student is enrolled in the school. The undersigned acknowledges receipt of a signed and dated copy of this application.

Signed _____ Date _____