



MONTESSORI ACADEMY
OF NORTH HOFFMAN

FREEMAN WEST HUNTINGTON FREEMAN EAST

2025-2026 ADMISSIONS PACKET

MISSION STATEMENT

Our mission is to create and sustain a diverse community of critical thinkers who use their interests and talents to better the world around them.

VISION STATEMENT

We believe that each child is on a path of self-discovery.
We embrace each child's individual journey and value them for their diverse interests and abilities.

Revised 4/25/25

The goals of both Montessori and Traditional schooling are one and the same: They both seek to educate children. The method in which this education occurs and the learning cycles are very different in both school systems. Montessori fundamentally believes that the education of the whole child is crucial in the development of citizens of our future world.

MONTESSORI	TRADITIONAL
Emphasis on cognitive, social and physical development on an individual level	Emphasis on Rote Learning, with cognitive social and physical development addressed as a whole group
Child is taken from current ability to develop to his fullest potential	Empty Vessel Model—assumes that children come in without prior knowledge
Teacher has a guiding role: assists child in auto-learning	Teacher controls the classroom and is the central figure of the environment
Environment assists children in developing social responsibility and self-discipline and problem-solving abilities	Teacher is the primary enforcer of discipline and central to problem solving
Mainly individual/small group instruction	Mainly whole group instruction
Mixed age groups	Uniform age in the class
Grouping encourages children to collaborate, teach and reinforce knowledge	Teaching is done by the teacher only, collaboration is discouraged
Child chooses work with guidance from the teacher	The curriculum is decided for the child
Child discovers learning through self-corrective materials and exploration	Child is directed to concepts by the teacher
Child is given time to complete lessons/work	Child is allotted specified time for work
Motivation is fostered by a learning pace based on the interests and ability of the child	The “average” students dictate the pace of work
Child can choose where he works but must respect others work needs	Child is usually assigned a seat or placed in a designated group by the teacher
Multi-sensory materials for physical exploration encourages learning care of self, the environment and the global community at large	No organized program for learning care of self, the environment or the global community—this is left primarily to the parents
Hands-on approach to learning with materials designed for specific purposes/learning goals	Focus on verbal instruction with an emphasis on rote learning

The Montessori School of North Hoffman began in 1989 with one primary class of eight students in a single storefront property located in a strip mall establishment. At the end of our first year, we had increased enrollment to 40 students. By 1993, we occupied the entirety of the building.

In 1996, our program had grown to the point where expansion was necessary. We constructed a full-size gymnasium and two additional classrooms, increasing from 8,500 to 13,000 square feet.

Maintaining the highest quality education and following the principles of Dr. Maria Montessori have always been the focus of our program. For this reason, we set a goal in 1997 of achieving Accreditation by the American Montessori Society (AMS). After two years of hard work and study to meet the high standards set by AMS, we became the 42nd Accredited Montessori School in the nation in 1999.

In 2004, we acquired our satellite campus, Huntington Campus. This campus added five additional classrooms to our Primary and Infant/Toddler Programs. Each class at this campus is constructed in a way that creates a connection between the classroom and the outdoor environment, which enriches our children's love of learning and nature.

In 2006, as part of our Reaccreditation process, we set out to create an authentic Montessori middle school program for students in grades 7-9. We proudly launched our Erdkinder program in 2007 and were reaccredited by AMS, becoming one of only 102 schools in the nation to reach this status.

In August 2012, the school was able to purchase the foreclosed property at 1250 Freeman, directly across from the 1200 property, and renovations were made in both buildings. In November 2015, we added Erdkinder through 12th grade and one primary class at the 1250 location. With all the changes came the new name of *Montessori Academy of North Hoffman*, with locations of Freeman East, Freeman West, and Huntington.

From our humble beginnings of a single classroom to our current capacity of three campuses spanning infancy through 12th grade, we have always held on to our founding principles of a high-quality, high fidelity Montessori education. We look forward to our future growth, and we hope that you will help us write the history of the school in the years to come.

We appreciate your patience throughout this process. Below is our step-by-step **admissions procedure**:

1. **Schedule a School Tour**
 - Set up a tour by emailing info@manh.org or calling 847-705-1234, ext. 1.
 - Tours are typically 30-45 minutes, depending on the program.
2. **Submit an Application & Application Fee**
 - Complete the [Application](#).
 - Submit the **\$200 application fee (\$50 for each additional child)**
 - All parents must visit the school office prior to the student visit to provide an original **Birth Certificate** to be photocopied.
 - If your child was born outside of the United States, please bring in their **Passport**.
 - Submit your child's [Certificate of Child Health Exam](#) form.
3. **Schedule a Classroom Visit for Your Child**
 - **Toddler & Primary Students:** 30-60 minutes (additional visits may be needed based on the child's needs).
 - **Elementary & Erdkinder Students:** 1-3 days of classroom experience.
4. **Release Form for All Students**, if applicable.
 - Sign a **release form** allowing open communication between our school and your child's previous school.
 - We may also request to **observe your child** in their current school or home environment.
5. **Acceptance & Enrollment**
 - If your child is accepted, you will receive an **acceptance email** along with enrollment instructions.
 - You will also receive a link to our **Parent Portal**, where you can:
 - **Electronically sign** the Enrollment Agreement.
 - **Pay fees and student deposit** to reserve your child's placement.
 - All **documents** are required to be submitted prior to your child's start date.

If you are relocating from out of state, we will work with you to get through these steps accordingly.

Enrollment Priority

Enrollment is processed in the following order of priority: returning students, siblings of current students, Montessori transfer students, outside applicants.

If we are unable to place your child at this time, their application will be placed on a **waitlist**.

We appreciate your interest in the **Montessori approach to education** and look forward to building a strong partnership with you and your family. If you have any questions about our programs, please don't hesitate to contact us at info@manh.org.

Full Year Contract (12 mo.)

The **2025-2026 Full Year Contract** runs from **September – August** and is automatically renewed each year. **A student deposit is required with the first tuition payment** and will be held from year to year. This contract includes the **summer sessions**.

If all contractual obligations are met, the **student deposit will be returned** when the student completes their time at the **Montessori Academy of North Hoffman (MANH)**. However, if the contract is terminated before the agreed-upon terms, the **student deposit will be forfeited**, and any **remaining contractual balance must be paid**.

The **Full Year School Schedule** spans from the **beginning of one Academic Year through the week prior to the next Academic Year**. We offer several **payment plan options**, including:

- **12 payments**
- **9 payments** (No February Payment)
- **4 payments**
- **2 payments**
- **Full payment**

Please note: For the **Erdkinder, Elementary and Primary programs**, contracts are for the **Academic Year only unless stated otherwise**. The **summer program and registration details** will be released in April.

Academic Year Contract (9 mo.)

The **Academic Year Contract** runs from **September to June** and is automatically renewed each year. A **student deposit is required with the first tuition payment** and will be held from year to year. You can register for Summer Sessions on the school's website in April.

If all contractual obligations are met, the **student deposit will be returned** when the student completes their time at **MANH**. If the contract is terminated early, the **student deposit will be forfeited**, and any **remaining contractual balance must be paid**.

The **2025-2026 Academic Year Schedule** extends from **September 2025 – June 2026**.

We offer several **payment plan options**, including:

- **9 payments** (No February Payment)
- **4 payments**
- **2 payments**
- **Full payment**

PROGRAM	HOURS	TOTAL	FEES
Infant (3-15 mos.) - Full Year Infant - Full Year Infant - Full Year (3 Days)	8:30AM - 3:30PM 7:30AM - 5:30PM 7:30AM - 5:30PM	\$21,442 \$26,381 \$19,964	-Infant Student Deposit \$2,000 -Annual Registration Fee (Per Family) \$200 -Classroom Supplies Fee \$200
Toddler (15-36 mos.) - Full Year Toddler - Full Year Toddler - Full Year Toddler - Full Year (3 Days)	8:30AM - 11:30AM 8:30AM - 3:30PM 7:30AM - 5:30PM 7:30AM - 5:30PM	\$11,806 \$20,099 \$24,930 \$19,692	-Toddler Student Deposit \$2,000 -Annual Registration Fee (Per Family) \$200 -Classroom Supplies Fee \$200
Primary (Ages 3-4) Primary (Ages 3-4) Primary (Ages 3-4) Primary (Ages 3-4) Primary (Ages 3-4) Primary - Full Year Primary - Kindergarten Primary - Kindergarten Primary - Full Year-Kindergarten	8:30AM - 11:30AM 8:30AM - 3:30PM 7:30AM - 3:30PM 8:30AM - 5:30PM 7:30AM - 5:30PM 7:30AM - 5:30PM 8:30AM - 3:30PM 8:30AM - 5:30PM 7:30AM - 5:30PM	\$9,101 \$14,081 \$15,626 \$17,171 \$18,716 \$21,643 \$14,915 \$18,005 \$21,643	-Primary Student Deposit \$2,000 -Annual Registration Fee (Per Family) \$200 -Half Day Class Supplies and Field Trip Fee \$125 -Full Day Class Supplies and Field Trip Fee \$250 -Kindergarten Class Supplies and Field Trip Fee \$400
Lower Elementary (Grades 1-3) Lower Elementary (Grades 1-3) Lower Elementary (Grades 1-3) Lower Elementary (Grades 1-3) Upper Elementary (Grades 4-6) Upper Elementary (Grades 4-6) Upper Elementary (Grades 4-6) Upper Elementary (Grades 4-6)	8:30AM - 3:30PM 7:30AM - 3:30PM 8:30AM - 5:30PM 7:30AM - 5:30PM 8:30AM - 3:30PM 7:30AM - 3:30PM 8:30AM - 5:30PM 7:30AM - 5:30PM	\$12,835 \$13,863 \$15,925 \$17,470 \$13,863 \$15,408 \$16,953 \$18,498	-Elementary Student Deposit \$2,000 -Annual Registration Fee (Per Family) \$200 -Classroom Supplies and Field Trip \$1,750
Lower Erdkinder (Grades 7-9) Upper Erdkinder (Grades 10-12)	8:00AM - 3:35PM 8:00AM - 3:35PM	\$17,304 \$18,747	-Erdkinder Student Deposit \$2,000 -Annual Registration Fee (Per Family) \$200 -Classroom Supplies and Field Trip \$2,650

DISCOVERY DAYS

Discovery Days are days when classes are not in session, but students can still attend. These days are automatically offered to students who are enrolled in the 5:30PM programs. For the 2025-26 School Year, we will offer a **Time Card Program**, designed to offer greater flexibility and convenience for your family’s needs.

- **Rate:** \$20 per hour
- **Available For:** Before and after care, Non-school days (Discovery Days), or Regular school days
- **Attendance:** Time cards must be **requested prior to attending**; space is available pending classroom ratio and staffing. Your request must be made 5 school days in advance and you will receive an email to confirm availability.
- **Payment:** Time cards are **paid prior to the child’s day of attendance** and are not billable.

LUNCH

A hearty meal is made fresh daily by MANH’s resident chef. Lunch is included for all grade levels, and a vegetarian option is always available.

MULTIPLE SIBLING DISCOUNT

Families who enroll multiple children, are entitled to 10% off tuition for the older child(ren).

TUITION ASSISTANCE

Families wishing to apply for tuition assistance as part of the enrollment application process must apply online through [FACTS Grant and Aid](#). This will help us objectively calculate what a family is able to contribute to their educational expenses.