



Meadowbrook Waldorf School

Tuition Adjustment Policy

Like most independent schools, the Meadowbrook Waldorf School offers financial assistance based on demonstrated need. At the school, this process is called "Tuition Adjustment", and it is designed specifically to allow Meadowbrook to offer its education to those families "who seek it here", using the words of the school's mission statement.

Tuition Adjustment differs from a more traditional process in that the final tuition level is arrived at jointly between family and school.

The Tuition Adjustment Process at Meadowbrook Waldorf School

Any family intending to register children in Meadowbrook but wishing to request tuition adjustment should complete the following sequential steps:

1. Apply and be accepted into the school through the regular admissions process.
2. Return the enrollment package (with \$100 deposit per child) by the deadline.
3. Indicate on the enrollment contract an intention to apply for tuition adjustment
 - a. **Note:** Tuition Adjustment is extended only to families with grade school or full day kindergarten students.
4. Indicate the amount of tuition adjustment you will be requesting
 - a. Do not forget the "sibling discount" policy of 10% for the second enrolled child and 40% for the third child and beyond.
 - b. The maximum tuition adjustment award is one-half of the tuition owed (excluding material fees and any other special program fees).
5. Upon submission of your enrollment contract, please provide the tuition adjustment committee with the following information:
 - a. A **cover letter** describing your financial situation in sufficient detail to support your tuition adjustment request.
 - b. A copy of your **most recent personal and business federal tax returns** (with all schedules).
 - c. The completed **tuition adjustment worksheet** included with your re-enrollment paperwork.
6. You will either speak with a school representative on the telephone or be asked to attend a meeting to discuss your request.
7. An amended contract will inform you of any tuition adjustment award. This signed contract must be promptly returned to the school.

The goal of the tuition adjustment process is to reach a mutually agreeable tuition level to be paid by the family to Meadowbrook for the current school year. If such a level is not reached, and the enrollment must be withdrawn, the school will refund your contract deposit.

The tuition adjustment process must be undertaken again each subsequent school year for which adjustment is requested. **Re-enrollment will be initiated only after the current year's payments are complete.**

The school considers exceptions to its policy and invites you to discuss your needs with either the Enrollment Coordinator or the Administrator.

