

January 9, 2012

Happy New Year! I hope this letter finds you and your family enjoying 2012. As we look to the 2012-2013 school year, we are looking forward to your family's continued presence at Shepherd Valley Waldorf School. This, of course, means it is time for re-enrollment.

The contract is a legal binding document and you are encouraged to carefully read the entire document before executing. In addition to your contract, please read the re-enrollment information below.

Knowing accurate enrollment allows us to ensure the best possible program for your children. For this reason, the following deadlines have been established:

January 20th: Sibling Student Application due

February 17th: All Education Contracts due, with Tuition Assistance (TA) paperwork, if applicable

March 2nd: TA grant letters mailed

March 16th: Late Tuition Assistance paperwork due (Education Contract due on 2/17)

March 30th: Late TA grant letters mailed

If you are applying for tuition assistance, please be aware that in addition to the Education Contract which is due in the office, the TA application must be completed and taxes submitted to FACTS by February 17th. Late TA paperwork will be processed March 16th. While these deadlines are strict, they allow us to provide tuition assistance details in a timely manner, giving families and the school the time needed to plan for a sound fiscal 2012-2013 school year.

This school year nearly 2/3 of the new children enrolled because of word of mouth. Your continued commitment to attract new families is much appreciated. Please be aware of our referral program, which offers a free month of tuition for every student who enrolls based on your reference.

Please read the enclosed materials, which are also available on-line at

<http://www.shepherdvalley.org/shepherd-valley-quicklinks.html>:

- 2012-2013 Education Contract
- Tuition Assistance Instructions
- Authorization Agreement for Direct Payments (ACH Debits)

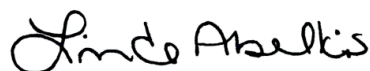
If you would like any assistance, the office staff is available for help or to answer questions.

On behalf of the faculty, staff and board of trustees, we look forward to an exciting and abundant year together. We value your decision to send your children to Shepherd Valley Waldorf School. Thank you for your continued confidence. Please do not hesitate to contact an office staff member with your questions about the re-enrollment process.

Sincerely,



Melanie Reiser
Enrollment and Outreach Coordinator



Linda Abelkis
Administrator