

**UNH Child Study and Development Center**  
**ADMISSION POLICY 2017-18: Full-Day Kindergarten**  
[www.chhs.unh.edu/csdc](http://www.chhs.unh.edu/csdc); email: [csdc.info@unh.edu](mailto:csdc.info@unh.edu)

### **General**

The Kindergarten program was established for families who seek a high quality and innovative full day, ten month program that exemplifies the CSDC approach to education. The Kindergarten program also provides an important site for teacher training and research.

### **Admission Preferences**

The CSDC Kindergarten is open to all children who meet the age-requirements for entry into public school kindergarten.

The order of preference for admission to the CSDC Kindergarten is as follows:

1. Eligible children currently enrolled in CSDC Preschool 2 (Preschool 2 children must remain enrolled through the summer prior to Kindergarten to be eligible for preferential enrollment);
2. Eligible children currently enrolled in the CSDC Nursery School Program 3.
3. With teacher's recommendation and Director's written approval prior to the March 1<sup>st</sup> lottery, any child returning to the kindergarten classroom for a second year;
4. Children of benefits eligible UNH/USNH employees and post-doctoral associates, undergraduate students (enrolled for a minimum of 12 credits hours per semester) and graduate students (enrolled in a full-time equivalent program or active dissertation work) not currently attending CSDC,
5. New families from the neighboring communities.

### **Application**

All families interested in having children attend CSDC Kindergarten must first complete a Kindergarten Application Form for each child (please see priority deadlines below). All new applications for admission (not currently attending CSDC) must include a \$15 non-refundable check made out to UNH.

Current full & part time CSDC families should apply prior to the CSDC winter break to ensure priority admission. A lottery will be used for if there are not sufficient openings for current CSDC families.

New families seeking admission who have a completed application form on file at the CSDC office by the close of business on **March 1<sup>st</sup>** (or the next business day) will be entered in a lottery for the creation of a waiting list for the kindergarten program for the coming academic year for any available spaces. Applications for the coming school year submitted after March 1 will be added to the waiting list created by the lottery in the order they are received.

In order to build an inclusive and diverse program for teacher training and research, the Director may consider gender, special needs, family diversity and income, and ethnicity in making admissions decisions when drawing from the waiting list. The Director may also consider the staffing needs of the center in making admissions decisions. The economic mix of families served at any time must ensure sufficient income to meet the operational budget.

### **Admissions Offers and Acceptance**

Current full-time CSDC families are typically sent admission offers in January, while spaces for the community become available after March 1<sup>st</sup>. Families are contacted as soon as an opening occurs. **A center tour and classroom visit (30 minutes) is required for all families new to CSDC (no prior child has attended) as part of completing admission.** Unless otherwise noted in the admission offer, the family will have 48 hours following the tour/visit (or initial call if no tour required) to accept the offer by paying the required registration fee. If a family declines an opening when it is offered, their child may remain on the waiting list but will be moved to the bottom. If a family declines a subsequent time, the child is removed from the waiting list.

### **Sibling Preference to CSDC**

In cases where a family is offered and accepts a space for their child in the Kindergarten classroom and that child has a sibling eligible for the *same* classroom (e.g. a twin), the next available space will be offered to that sibling. Once a child has been admitted from a family, eligible siblings will receive preference for available slots in other programs (subject to the UNH family preference for full-day programs), as long as the children from the same family will be concurrently attending CSDC programs. There is no alumnae preference in the CSDC Kindergarten program.