

**UNH Child Study and Development Center**  
**ADMISSION POLICY 2019-20: Nursery School (Part-time)**  
**Programs [www.chhs.unh.edu/csdc](http://www.chhs.unh.edu/csdc); email [csdc.info@unh.edu](mailto:csdc.info@unh.edu)**

**Purpose of the Program**

The UNH Child Study and Development Center Nursery Programs have been part of CSDC history since 1929. In addition to providing excellent early education for young children and their families, as a laboratory school the nursery programs were created for three interrelated purposes: teacher training, research, and service to UNH students engaged in the study of child development.

First, the center provides an opportunity for students to practice teaching young children. With the exception of the Lead Teacher and Assistant Teacher, our staff is composed of students, and provides practical experiences for undergraduates from the Department of Human Development and Family Studies as well as other departments.

Second, the Center exists to provide a solid base from which a variety of research problems can be addressed. Examples of projects include: prosocial behavior in young children, children's ideas about adults in their community, and children's conceptions of time.

Third, the Center exists to serve the university and broader community. Students in courses across campus use our facilities to observe young children and learn how to participate with them. Students from departments including Education, Psychology, Theater, and Communication Sciences and Disorders, are among the observers and participants.

**Program Offerings**

The UNH Child Study and Development Center offers three nursery school programs for young children:

- *Program 1* for two- and three year-olds meets Tuesday and Thursday mornings from 9-12 for 32 weeks; This program of 12 children is guided by a CSDC Master Teacher and typically three UNH Human Development and Family Studies interns.
- *Program 2* for three- and four year-olds meets Monday, Wednesday, and Friday mornings from 9am-12noon for 36 weeks. This program of 18 children is guided by a CSDC Master Teacher, an Assistant Teacher, and typically three UNH Human Development and Family Studies practicum students.
- *Program 3* for four- and five year-olds meets Monday through Thursday afternoons from 1pm-4pm for 36 weeks. This program of 20 children is guided by a CSDC Master Teacher, an Assistant Teacher, and typically three or more UNH Human Development and Family Studies practicum students.

**Application**

The CSDC Part-time Nursery programs are open to any child who meets the age-requirements for entry. All families interested in having a child attend must first complete an Application Form for each child (please see priority deadline below). All applications for admission should include a \$15 non-refundable application fee in the form of a check or money order made out to UNH. Applications are available online at our website.

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 any available spaces in each Nursery program for the coming academic year. All 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.

## Admission Preferences

The order of preference for admission to CSDC part-time Nursery Programs is as follows:

1. Children already attending a CSDC part-time Nursery program. Children typically move up to the next program each year;
2. With a teacher's written recommendation, the Executive Director may approve such requests prior to the March 1<sup>st</sup> lottery, any child returning to the same CSDC classroom for a second year;
3. With the Executive Director's written approval, any child of a UNH faculty returning from a sabbatical or appointment, if the child attended immediately prior to the leave;
4. With written approval from the Executive Director, any child with special needs previously attending CSDC who temporarily attends a specialized program and wishes to return to CSDC the next year;
5. Children (of UNH eligible families) currently attending a CSDC full-time program who seek to enter a part-time program;
6. Siblings of children already attending a CSDC program (see "Sibling Preference" policy)
7. Children on the Waiting List created for each program by the annual Admissions lottery (please refer to the separate FAQ sheet on the CSDC Admissions Lottery).

In order to build an inclusive and diverse program for teacher training and research, the Executive Director may consider UNH/community affiliation, gender, special needs, family diversity and income, and ethnicity in making admissions decisions when drawing from the Waiting List. The Executive Director may also consider the staffing needs of the center in making admissions decisions.

Each year all remaining and new applications on file by March 1, including remaining applications from the previous year, will be entered in a new lottery to create the following year's waiting list. Whenever we have an opening in a full-day program during the year, a UNH eligible family (see full day program policies) with a child already enrolled in one of our programs has priority over a "new" family on the waiting list in transferring to that program.

## Admissions Offers and Acceptance

Classroom assignments for current CSDC children are confirmed *prior* to the annual March lottery. Spaces for *new* children begin to be offered in March and will continue until all openings are filled. The next eligible family is contacted by email or telephone as soon as an opening occurs. **A center tour is required (if no prior child has attended) as part of completing admission.** Unless otherwise noted, the family will have 48 hours following the tour (or initial call if no tour required) to accept the offer by paying the required non-refundable registration fee. If a family declines an opening, the child may remain on the Waiting List but will be moved to the bottom until the next year's lottery is run.

**Classroom visits (30 minutes each) are required** for all new families prior to the child's first day. Families work with classroom teachers to create a time that works best to begin the transition process.

## Sibling Preference

- In all cases, sibling preference does not guarantee a space in CSDC programs.
- The siblings of children already attending a CSDC program are given preference over new families for admissions for each academic year.
- Sibling preference requires that the children from the same family will be concurrently attending CSDC. This "sibling preference" is extended for our part-time nursery program in the following circumstances: if a child attends Nursery Program 3, a sibling seeking admission to a nursery program for the following school year will have preference over new families.
- There is no alumni preference in the CSDC part-time Nursery program.

This policy was approved for the following reasons: (1) to strengthen family continuity in the part-time programs; (2) sufficient new spaces are available each year in the Nursery 1 program and (3) the Nursery program starts at 2 years of age (not infancy).