



At PennWest California

APPLICATION FOR SCHOOL YEAR 2026 -2027

PLACEMENT AT THE RUTLEDGE INSTITUTE

I am interested in enrolling my child in the Rutledge Institute **five-day per week** program. Families may choose to attend year-round or take a leave of absence from June 1 through the day after Labor Day. An interview is a required part of the application process, and an application will not be considered complete without the interview. Payments accepted includes Child Care Works subsidies and co-pays, full tuition payments, and scholarships for qualifying families.

Date Form Completed _____

PLEASE PRINT THE FOLLOWING INFORMATION

Child's Name (Last) _____ (First) _____

Birth Date (MM/DD/YY) _____ Gender: _____

Street Address _____

City _____ State _____ Zip _____

Parent/Guardian Name (#1) _____

Cell Phone _____ Work Phone _____ Email _____

Parent/Guardian Name (#2) _____

Cell Phone _____ Work Phone _____ Email _____

DESIRED PLACEMENT FOR YOUR CHILD

____ Preschool ____ Pre-Kindergarten Children must be toilet trained.

Current School District _____ School District Kindergarten Age 5 by _____ (date)

How did you hear about the Rutledge Institute? <input type="checkbox"/> Friend <input type="checkbox"/> PennWest Website <input type="checkbox"/> Other _____
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For Office Use Only Date Received _____ Confirmation Sent _____ Initials _____

Nondiscrimination Statement: The Village is an equal service provider and will provide its services to children and/or their family without regard to the child or family's race, color, religion, gender, age, or national origin. Program services shall be made accessible to eligible individuals with disabilities through the most practical and economically feasible methods available.

To apply for a scholarship, please provide the following information:

Documentation of Household Income (Examples: Most recent Form 1040. Other--please explain.)

Documentation of any special needs of child _____

Yes No My child has an Individualized Education Plan (IEP). If yes, provide a copy.

Child Health Report (PA Form CD-51 completed by Physician, CRNA, or Physician's Assistant)

Child's Primary Language _____

Household (Family) Size _____

Yes No Does your family qualify for Child Care Works subsidized childcare for five days per week?

What do you hope your child will accomplish at the Rutledge Institute?

Please make any additional comments about your child which you feel may be helpful to us.

Parental/Guardian Commitment:

Yes No Parent or guardian agrees to attend two (2) free workshops sponsored by The Village each quarter child is enrolled in the Rutledge Institute or participate in four (4) hours preapproved volunteer activity.

Yes No Parent or guardian agrees to adhere to attendance policy in the Rutledge Institute Handbook for Families. Absences that total more than ten (10) days over the course of the year could be grounds for dismissal from the Rutledge Institute.

Yes No Parent agrees that child will attend the program Monday through Friday for **at least five (5) hours per day to include 9:00 AM circle time.**

Year-round or Day after Labor Day through May 31 (summer leave of absence).

Yes No Parent agrees to allow access to future kindergarten to grade 4 school performance measures to improve quality and success of the Rutledge Institute.

By signing below, I certify all information is true and correct to the best of my knowledge. (Unless the child resides in a single-parent household, both parents must sign this application to document their commitment to the child's education and their understanding of the terms and conditions of enrollment in the Rutledge Institute.) I (we) understand that this application does not ensure that my (our) child will be selected and the final decision will be made by The Village.

Signature of Parent/Guardian

Date Signed

Signature of Parent/Guardian

Date Signed