



Dear Families,

My entry into the Montessori educational field was purely coincidental and I will be forever grateful for the journey where I got to grow, serve and learn!

I discovered Montessori through enrolling my children. I watched as my daughter wanted to make her own PB&J sandwich every day after school and was even capable of the clean-up process. I watched as she learned the names of countries and their respective flags. I watched as my daughter looked at Vincent Van Gogh's sunflower painting at the tender age of three and shouted, "Bincent Ban Go!" I was amazed and hooked. I subsequently made the decision to become a trained Montessori teacher.

After many years in various roles from Assistant to Head of School, I had watched my own children and hundreds of others grow and learn with joy. I saw that the Southwest side of Fort Wayne was sorely lacking a choice of Montessori school. I wanted to provide a high-quality Montessori option for families in that side of town, SMA opened its doors in 2013 with only 8 students and Karrin Marquell as the first lead teacher.

Over the years, it has reached its full capacity at its current location and is making plans to continue growing. We are thankful you've discovered our school, and look forward to the opportunity to partner with you for your child's education!

Kind regards,

A handwritten signature in black ink that reads "Vyju Kadambi".

Vyju Kadambi  
Founder

Opening Minds, Touching Hearts

1625 Magnavox Way • Suite B • Fort Wayne IN, 46804  
260.434.4450 • [SouthwestMontessoriAcademy.org](http://SouthwestMontessoriAcademy.org)

# TUITION SCHEDULE 2026-2027



Southwest Montessori  
Academy Fort Wayne

## Primary Program (Age 3 through Kindergarten)

*Must turn 3 before December 1<sup>st</sup>, 2026 in current school year.*

	Annual Tuition	Pay-in-Full 3% Discount	Monthly Payment	Weekly Equivalent*
<b>Half Day:</b> (M-F) 8:30 am - 12:00 pm	\$7560	\$7333.20	\$756	\$194
<b>Full Day:</b> (M-F) 8:30 am - 3:30 pm	\$10,570	\$10,252.90	\$1057	\$271

*\*Weekly equivalent is for comparison purposes. Monthly payments are a payment plan for the annual tuition, not a month-by-month fee for services.*

## Optional Extended Care Program

*For currently enrolled students only. Charges are billed separately after each month of usage has ended.*

	Per Day	Monthly Rate
<b>Before school care:</b> 7:00 - 8:30 am	\$12	\$125
<b>After school care:</b> 3:30 - 6:00 pm	\$17	\$175

### Tuition Discounts:

Pay-in-full	3%
Sibling	10%

## Required Non-Refundable Fees

**Application fee** **\$50 one-time** *new students only*

**Enrollment fee** **\$150 one-time** *due upon acceptance, new students only*

**Withdrawal fee** **5% of total annual tuition**

*Please refer to SMA's Withdrawal and Tuition Obligation Policy for details*

Student enrollment is subject to SMA's sole discretion. The school reserves the right to require parents/legal guardians to withdraw a student from the school if the student is not able to benefit from the program or is an impediment to the progress of the class, after consideration of any reasonable accommodations.

### Nondiscrimination Policy

Southwest Montessori Academy does not discriminate on the basis of race, color, religion, sex, gender identity, national or ethnic origin, socio-economic level, physical ability or genetic information, or learning style with regard to admissions.

SMA is a nonprofit / 501(c)(3) registered as a nonpublic school in Indiana.

## Additional Information

- SMA utilizes a third-party software called FACTS for tuition payments and other fees.
- Payments for tuition are due on the 1st of each month; \$30 late fee charged after the 10th.
- The monthly tuition payment plan is 10 months with the first payment due July 1st; last payment is April 1st.
- Students beginning after the start of the school year will pay a prorated amount based on the full year's tuition.
- Full year payment must be received with first tuition payment to receive the 3% discount; applies to enrollments through September 30th.
- The 10% sibling discount is applied starting with the second child's tuition.
- Enrollment is dependent upon availability – the non-refundable waitlist fee of \$50 per child will be applied toward the \$150 enrollment fee. **Please refer to the Enrollment Process and Waitlist Policy sheet for details.**



## **NEW FOR 2026-2027! FlexStart Attendance Option For 3-Year-Olds**

FlexStart Attendance is optional for children **born between December 1, 2022 and November 30, 2023**  
(3-Year-OLDS ONLY who were not eligible to attend the previous school year)

Families of eligible students who choose this schedule may select three or four consecutive days to attend. One schedule change will be allowed per school year, otherwise the consecutive days selected will be the attendance days regardless of school-day special events (with the exception of field trips).

### **FlexStart Attendance Option for 3-Year-Olds ONLY:**

<i>Must be born between Dec. 1, 2022 and Nov. 30, 2023 to be eligible</i>	<b>Annual Tuition</b>	<b>Pay-in-Full 3% Discount</b>	<b>Monthly Payment</b>	<b>Weekly Equivalent*</b>
<b>4 Full Consecutive Days, 8:30 am - 3:30 pm</b>	\$8883	\$8616.51	\$888.30	\$227
<b>4 Half Consecutive Days, 8:30 am - 12:00 pm</b>	\$6486	\$6291.42	\$648.60	\$166
<b>3 Half Consecutive Days, 8:30 am - 12:00 pm</b>	\$4692	\$4551.24	\$469.20	\$120

\*Weekly equivalent is for comparison purposes. Monthly payments are a payment plan for the annual tuition, not a month-by-month fee for services.

### **Additional Information**

- All other terms, conditions, discounts, fees and policies apply to FlexStart at a comparable rate
- Child must be independent with using the toilet before starting school.
- Enrollment priority will be given to non-FlexStart applicants who apply before January 15th.



# Withdrawal and Tuition Obligation Policy

Southwest Montessori Academy (SMA) has an annual tuition. Upon enrollment acceptance, all parents/legal guardians who are financially responsible for the tuition must sign a tuition agreement which explains in detail the terms of the tuition payments. Once a tuition agreement is signed, parents/legal guardians are entering into partnership with SMA teachers and administrators for the enrolled child's care and education across the duration of a school year. When a student is withdrawn after the enrollment period, even if the student has not yet attended, the parents/legal guardians are still financially responsible according to the schedule below.

Tuition is invoiced in June for the tuition amount plus any fees for the entire academic year. Either the first monthly payment or the one-time payment is due no later than July 10. Monthly tuition payments are due the first day of the month thereafter (starting August 1), and electronic payments will be automated through the FACTS Tuition Management portal. Tuition will not be adjusted due to illness, vacations, or school closure. Application and enrollment fees are non-refundable.

In the event a student is withdrawn by the parents/legal guardians, SMA requires two months' advance written notice of said withdrawal to the Head of School and school administrator. Email notice is permissible, provided that it is actually received and acknowledged by administration. The Effective Date of Withdrawal shall be the date of the written notice of withdrawal.

In the event of a withdrawal, and whether or not the student attends SMA during the two-month notice period, the following Tuition Obligation schedule is effective for the 2026-2027 school year based on the Effective Date of Withdrawal.

<b>Effective Date of Withdrawal</b>	<b>Tuition Obligation</b>
Prior to June 15	Withdrawal Fee of 5% of Total Annual Tuition (Based on half or full day)
June 16 or later	Withdrawal Fee of 5% of Total Annual Tuition Plus Two Months of Tuition*  *Notice received before the 10th of any month – Tuition Obligation is for that month (if not yet paid) and the following month, plus the withdrawal fee  *Notice received after the 10th of any month – Tuition Obligation is for that month (if not yet paid), the following two months, plus the withdrawal fee

If the parents/legal guardians have paid tuition in full, they will be refunded the amount remaining, if any, after the deduction of the Tuition Obligation, within 30 days of the Effective Date of Withdrawal. If the parents/legal guardians are on a monthly payment schedule, parents/legal guardians shall pay the Tuition Obligation to SMA within 60 days of the Effective Date of Withdrawal.

If the student is required to withdraw by SMA, the withdrawal shall take effect immediately, and tuition (but no withdrawal fee) shall be paid by the parents/legal guardians through the end of the month the withdrawal takes effect.



## **Enrollment Process**

Southwest Montessori Academy (SMA) does not discriminate on the basis of race, color, religion, sex (including gender identity), nationality or ethnic origin, socio-economic level, physical ability or genetic information, or learning style in regard to admissions. Children turn 3 years old before December 1st to enroll for the current school year.

Applications for the next school year may be submitted starting in September of the current school year. Priority consideration will be given to applications received by January 15th. Applications submitted after this date will still be considered, possibly for the waitlist. Enrollment placement for the next school year will be announced by the end of February.

**To be considered for enrollment at SMA, parent(s) or legal guardians must:**

- 1. Take a tour of Southwest Montessori Academy in person and/or via Zoom.**
- 2. Submit the SMA application and pay the \$50 application fee.**
- 3. Complete an in-person prospective student visit in the classroom.** Once SMA determines that it is able to provide an education meeting the child's needs while accommodating the classroom's overall requirements, the parents or guardians will be offered enrollment (pending an available opening).
- 4. Accept the enrollment offer by completing the enrollment form, submit the \$150 enrollment fee and submit a signed tuition agreement within 5 business days.** *Note, if a spot on the waitlist is offered instead, submit \$50 waitlist fee, which is credited towards toward the enrollment fee. See the waitlist policy on the next page for details.*

SMA utilizes a third-party payment system called FACTS. **Please refer to the annual tuition schedule for information regarding enrollment policies.**

**Below is a payment timeline summary (plus additional financial planning considerations).**

Fee/Payment Description	Timeline
Complete enrollment form, pay enrollment fee, sign and return tuition agreement, and set up FACTS	Within 5 business days of enrollment offer
First tuition payment (OR pay tuition in full to receive 3% discount*)	July 1st, or before student's first day if enrolled after July 1st <small>*3% discount on late enrollments only through Sept. 30th</small>
Monthly tuition payment	1st of each month (before the 10th)
Reenrollment steps for next year (for families eligible to reenroll and/or for eligible incoming younger siblings)	February 10th <small>(updated tuition for the next school year will be announced in December or January)</small>
Summer camp tuition (limited availability, open only to returning or incoming families)	Payment in full due by May 1st



## **Waitlist Policy**

A non-refundable waitlist fee of \$50 per child is required to wait for an enrollment spot to open. It will be applied to the enrollment fee if your child is offered enrollment. Paying the waitlist fee DOES NOT GUARANTEE ENROLLMENT. Enrollment is dependent on space availability.

If your child is offered enrollment at SMA from the waitlist, you will have five (5) business days to accept the offer by completing the enrollment form, paying \$150 enrollment fee and returning the signed tuition agreement. Failure to pay the fees and formally accept enrollment within 5 business days will result in forfeiture of the \$50 waitlist fee AND placement at SMA.

To be put on SMA's waitlist, parent(s) or legal guardians must have completed steps 1-3 in the enrollment process and pay the waitlist fee.

### Additional enrollment considerations:

- If your child's age matches SMA's available spot
- If you are seeking a five-day attendance schedule
- If you are a returning family or alumni family
- If you were carried over from a previous school year's waitlist
- If your child has previous Montessori experience
- The date you submitted the application and fees



# WHY MONTESSORI EDUCATION?

It is a philosophy and a curriculum

## ► PHILOSOPHY

- Every child *learns* at their own pace
- We build *confidence* by teaching independence
- *Respect* is at the core
- Every child has an *innate desire to learn*
- Based on *scientific research* of child development
- *Education* is a preparation for life

## ► CURRICULUM

- *Personalized* to each child
- Teaches *problem solving* & critical thinking skills
- Uses *hands-on* learning
- Develops deep *concentration*
- Integrates strong *academic preparation*
- Teaches *life skills and responsibility*
- Supports *discovery through exploration*
- Develops *emotional self-regulation*

Together, they develop these competencies in children:

## ► COMPETENCIES

- Curious
- Caring
- Confident
- Resilient
- Motivated
- Capable
- Problem-solving
- Responsible
- Respectful
- Collaborative
- Creative
- Academically Prepared

*Ultimately, these competencies create an adult with personal and workplace leadership skills that lead to a contributing member of the community.*



## **Daily Routine: Classroom 1**

<b>7:00-8:20</b>	Optional Before Care in Room 2
<b>8:20 - 8:30</b>	Arrival
<b>8:30-11:00</b>	Morning Work Cycle
<b>11:00-11:15</b>	Community time
<b>11:15-11:45</b>	Outside time
<b>11:50-12:00</b>	Half-day dismissal
<b>11:45-12:30</b>	Lunch
<b>12:30</b>	Resters/Nappers to Room 2 Older Children/Non-nappers to Room 1
<b>12:30-1:00</b>	Community Time (chapter book reading)
<b>1:00-1:30</b>	Outside time
<b>1:30-3:00</b>	Afternoon Work Cycle
<b>3:00-3:20</b>	Afternoon Jobs and Clean Up
<b>3:20-3:30</b>	Full day student pick-up
<b>3:20-6:00</b>	Optional After Care in Room 2

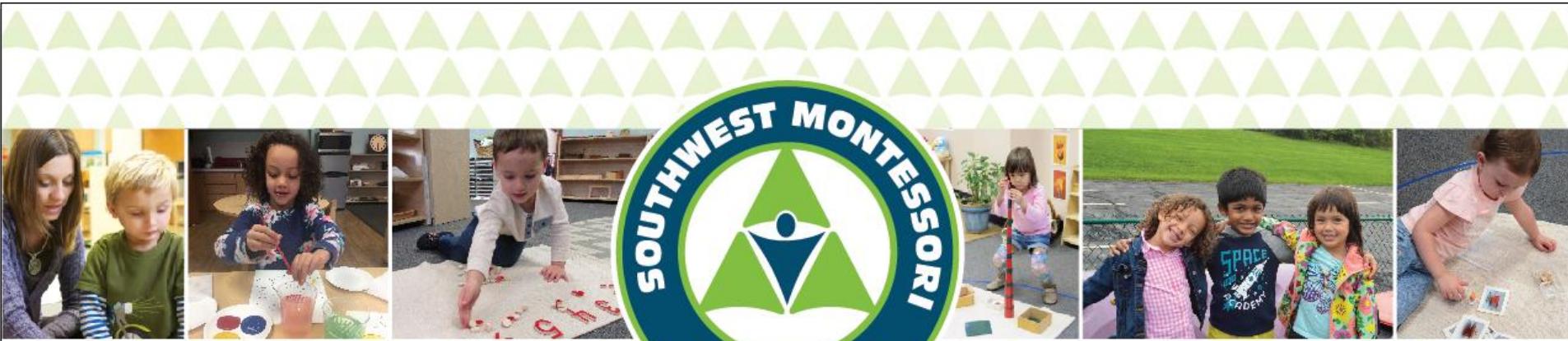
## **Daily Routine: Classroom 2**

<b>7:00-8:20</b>	Optional Before Care in Room 1
<b>8:20-8:30</b>	Arrival
<b>8:30-9:00</b>	Outside time
<b>9:00-11:30</b>	Morning Work Cycle
<b>11:30-11:45</b>	Community Time
<b>11:50-12:00</b>	Half-day dismissal
<b>11:45-12:30</b>	Lunch
<b>12:30</b>	Older Children/Non-nappers to Room 1 Resters/Nappers to Room 2
<b>12:30-2:15</b>	Rest/Nap time/Afternoon Work Cycle
<b>2:15-2:40</b>	Nappers up/Snack
<b>2:45-3:15</b>	Outside time
<b>3:20-3:30</b>	Full day student pick-up
<b>3:20-6:00</b>	Optional After Care in Room 2



## SMA 2026-2027 School Year Calendar

August	06	Orientation Night (Parents only) 5:45-7:30pm
	07	Meet the Teacher
	10	First Day of School for <b>Returning</b> Students
	13	First Day of School for <b>New</b> Students
September	07	No School - Labor Day
October	15-16	No School - Fall Break (15 <sup>th</sup> Teacher In-Service Day)
	30	No School - Parent/Teacher Conferences
November	24	Half Day of school (Thanksgiving Feast)
	25-27	No School - Thanksgiving Break
December	21-31	No School - Winter Break
January	01	No School - Winter Break
	04	No School - Teacher In-service
	05	Classes Resume - Winter Break Ends
	18	No School - Martin Luther King, Jr Day
February	12	No School - Teacher In-service
	15	No School - President's Day (Snow Make-up Day)
March	05	No School - Parent/Teacher Conferences
	12	No School - Faculty Professional Development Day
	26-31	No School - Spring Break
April	01-02	No School - Spring Break
	05	Classes Resume
May	28	Last Day of School



## OUR MISSION

*To nurture and inspire the love of learning as each child prepares for life.*



## CORE VALUES

*With children, families and an inclusive community at our core, we live these values:*

- ▶ Create an environment of belonging and contribution
- ▶ Encourage confidence, compassion, curiosity, and respect
- ▶ Cultivate socially and environmentally mindful citizens
- ▶ Provide a personalized education driven by Montessori principles