

Spanish Immersion Workshop

Registration Form

Child's Last Name _____

Child's First Name _____

Date of Birth ____/____/____ Age ____

School Child attends _____

Parent's Name _____

Home Address _____

City _____ State _____ Zip _____

Email _____

Non-Parent Caregiver _____

Home Phone _____

Cell Phone _____

Work Phone _____

How did you hear about us?

Emergency Contact (if parent can't be reached):

Does your child have any physical, medical or other issues of which our teachers should be aware, including allergies or food restriction? YES _____ NO _____. If yes, please describe

CLASS SELECTION (see current class schedule for details)

Circle.
Session: Fall, Winter, Spring, Enrichment, FULL SCHOOL YEAR

Location _____ Classes per week: 1 or 2

Day _____ Time _____

TUITION (see current class schedule for details)

Full School Yr Options:

- Quarterly billing
 Monthly billing

Full Tuition \$ _____

Registration Fee \$ 30

Total Due \$ _____

Today's Date ____/____/____

I have read, I understand and agree to the Enrollment Policies.

Signature _____

PAYMENT INFORMATION: Check ___ Visa ___ MC ___

Name (as it appears on card) _____

Card Number _____

Exp. Date ____/____ Billing Zip Code _____

Enrollment Policies

Registration. Students will be registered on first-come first-served basis. A registration fee is payable each calendar year.

Tuition. Tuition is due with registration. Tuition may be paid by check (payable to Spanish Immersion Workshop), Visa or MasterCard. There will be a \$30 fee for checks returned as uncollectible.

Sibling Discount. A 10% discount (off the regular full tuition) will be given for the second child and 15% for the third child. May not be combined with any other discount.

Absences /Make-Ups. Please call if your child is going to be absent. We will be happy to schedule a make-up class, space permitting, within the same session. Unused make-ups cannot be carried forward or credited to the next session. Please schedule make-ups with our office. Make-ups of missed make-ups are not permitted.

Refunds and Credits. If you notify Spanish Immersion Workshop in writing of a withdrawal a week before the session starts (note: the fall session for 'full school year enrollment'), you will receive a full refund of the tuition paid less the registration fee. If you notify Spanish Immersion Workshop in writing of a withdrawal after your first class, you will receive a prorated school credit toward future classes. Withdrawals after the second class are non-refundable. Terms also apply to 'full school year enrollment' regardless of payment option chosen. A school credit can be used within one year for the same child, a sibling, or a child from a family not previously or presently enrolled in SIW, or may be converted into a gift certificate for any program.

Class Cancellation. In the event of questionable weather, we will make every effort to contact you if classes are cancelled; you may also check if classes are being held by calling Spanish Immersion Workshop at 516-935-0699. Please call after 8:00 am as a determination will not be made until that time. A compensatory make-up will be scheduled for weather closing, teacher illness or another reason. SIW reserves the right to cancel any course offering. If your course is cancelled, all tuitions and fees will be credited or refunded.

Release. I agree to assume responsibility for my child or children and myself and/or caregiver when upon the premises operated by Spanish Immersion Workshop, and will hold harmless Spanish Immersion Workshop and any of its employees and/or agents in the event of any personal injury, property damage or loss, indemnifying said parties of any loss that I might incur as a result. I agree to give permission for photographs of my child to be used for future brochures, calendars, website, newspaper, or promotional advertising.

Spanish Immersion Workshop

227 Melville Rd, South Huntington, NY 11746

phone 516-935-0699, fax 516-620-6824

email: info@spanishiw.com

www.Spanishiw.com