

2022-2023 Academic Year: Student Enrollment Form

I wish to enroll my child at school POCTOK for the 2022-2023 Academic Year. Please select:

- | | | |
|---|-------------------------|-----------------|
| <input type="checkbox"/> 3-4 y.o. Early child development group (<i>ПИТМ</i>) | Tuesday | 10:00AM-11:00AM |
| <input type="checkbox"/> 4-5 y.o. Russian grammar, Reading, Language Art (<i>Букварёнок-I</i>) | Thursday | 4:00PM-6:40PM |
| <input type="checkbox"/> 5-6 y.o. Russian grammar, Reading, Language Art (<i>Букварёнок-II, груп.1</i>) | Wednesday | 4:00PM-6:40PM |
| <input type="checkbox"/> 5-6 y.o. Russian grammar, Reading, Language Art (<i>Букварёнок-II, груп.2</i>) | Saturday | 9:00AM-11:40AM |
| <input type="checkbox"/> 6-7 y.o. Russian grammar, Reading, Language Art (<i>Пиши-читайка</i>) | <i>to be determined</i> | |
| <input type="checkbox"/> 7-8 y.o. Russian grammar, Reading, Language Art (<i>Первоклашка</i>) | Sunday | 1:00PM-3:40PM |
| <input type="checkbox"/> 8-9 y.o. Russian grammar, Reading, Language Art (<i>Второклашка-I</i>) | Sunday | 10:00AM-12:40PM |
| <input type="checkbox"/> 9-10 y.o. Russian grammar, Reading, Language Art (<i>Второклашка-II</i>) | Saturday | 12:00PM-2:40PM |
| <input type="checkbox"/> 11-12 y.o. Russian grammar, Reading, Language Art (<i>Четвероклашка</i>) | Tuesday | 4:00PM-6:40PM |

Enclosed is \$_____ that includes:

- **first month tuition fee** (see Appendix A for payment schedule) with discount _____% (see discounts in Regulations if applicable)
- **\$100 fee for study guides and materials** (text books, work books, etc)

Applicant's Information

Child's Full name _____

Commonly used first name _____

Date of Birth (MM/DD/YYYY) ____/____/____ ☐ male / ☐ female

Applicant is Sibling of a Current Student _____

Family Information

Mother's / Legal Guardian's name _____

Father's / Legal Guardian's name _____

Street Address _____

City _____ State _____ Zip code _____

Home Phone (_____) _____ - _____

E-mail Address _____

☐ Please subscribe to school mailing list

Emergency contact

Name _____

Phone (_____) _____ - _____

Relation to the child _____

Parent's authorization:

- ☐ I authorize the use of my child's photographs and artwork for promotion, research and multimedia production associated with the school POCTOK program.

Parent/Guardian Initials _____

Date ____/____/____

School Regulations

School operation:

During 2022-2023 Academic Year, the school OPERATES from **September 1, 2022 to May 31, 2023**. The school is CLOSED for the following breaks:

- Thanksgiving Break (November 21 to November 27, 2022)
- Christmas / New Year's Break (December 24, 2022 to January 6, 2023)
- Spring Break (April 3, 2023 – April 9, 2023)

First Day of School – **September 1, 2022**

Last Day of School – **May 31, 2023**

Attendance requirements: please bring your child no later than 5 minutes before classes start.

Release Requirements:

Release Time: Please do not be late to pick up your children after the last class.

Release Permission: Your child will be released only to the official guardian specified in the application form. Written permission with a parent's signature is required to release the child to a third party.

Weather: Information will be posted on the web site when possible. You can always obtain most recent information by calling the school.

Payments: During 2022-2023 Academic Year, parents pay monthly tuition according to payment schedule indicated in Appendix A. **The payment should be made in advance before first day of the month.**

Discounts and charges:

- second child discount = 20% (second child tuition is alleageable for 20% discount for the remaining part of academic year)
- referral discount = 10% (invite your friend and receive additional 10% discount for the remaining part of academic year if new student is admitted)

Tuition Refund Policy:

- There are NO REFUNDS and NO MAKEUPS for ABSENT students or MISSED classes
- There is NO PRO-RATIO refund

I agree to the terms of enrollment and regulations of the School as stated on this 2022-2023 Enrollment Form and in School Regulations. In acceptance of my child's enrollment application, I relinquish all claims I may have against the school POCTOK, students and teachers as a result of participating in the school program.

Parent/Guardian signature

____ / ____ / ____

Date

Parent/Guardian name

School POCTOK Administrator

____ / ____ / ____

Date

Appendix A: Payment Schedule for 2022-2023 Academic Year

For the 2022-2023 academic year, total tuition is \$900 for 3-4 y.o. kids and \$1800 for 4-12 y.o. kids. The tuition includes 35 lessons and is PAID MONTHLY. Below you will see payment schedules and associated discounts per class. The payment due dates are also indicated in the last column.

Age	Class	Tuition schedule (base)	Tuition schedule (w/20% discount)	Payment due dates ^{*)}
3-4 y.o.	Early child dev. (PITM)	\$100/month	\$80/month	September 1, 2022 October 1, 2022 November 1, 2022 December 1, 2022 January 1, 2023
4+ y.o.	Grammar & LA	\$200/month	\$160/month	February 1, 2023 March 1, 2023 April 1, 2023 May 1, 2023

Explanation:

- *Букварёнок-I* - first year
- *Букварёнок-II, груп.1* - second year, first group
- *Букварёнок-II, груп.2* - second year, second group (alternative day/time)
- *Второклашка-I* - first year
- *Второклашка-II* – second year

Discounts:

- second child discount = 20% (second child tuition is eligible for 20% discount for the remaining part of academic year)
- referral discount = 10% (invite your friend and receive additional 10% discount for the remaining part of academic year if new student is admitted)

Payments:

- First month tuition fee should accompany enrollment form
- \$100 fee for study guides and materials (*text books work books, etc*) should also accompany enrollment form

^{*)} We kindly encourage you to **make your payments BEFORE the DUE dates** indicated in the table