



# Afterschool Program Application September 2017–June 2018

at The Cathedral of St. John the Divine 1047 Amsterdam Avenue New York, NY 10025  
212-316-7530 or [www.actprograms.org](http://www.actprograms.org), Facebook: ACT at the Cathedral

- Child's Name: \_\_\_\_\_ Gender: M F Grade in Sept: \_\_\_\_\_
- School Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_
- Home Address: \_\_\_\_\_
- City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
- Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_
- Parent (1)/Guardian (1) Name: \_\_\_\_\_
- Occupation: \_\_\_\_\_
- Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_
- Email: \_\_\_\_\_ (for notices, newsletters, invoices and updates)
- Please print again, Email: \_\_\_\_\_ (for notices, newsletters, invoices and updates)
- Parents/Guardian Name: \_\_\_\_\_
- Occupation: \_\_\_\_\_
- Work phone: \_\_\_\_\_ Email: \_\_\_\_\_
- How did you hear about ACT Afterschool? \_\_\_\_\_
- Emergency Contact Name: \_\_\_\_\_
- Relationship to child: \_\_\_\_\_
- Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Email: \_\_\_\_\_

**A NON-REFUNDABLE \$35.00 Mission Fee and Registration Fee of \$440.00 must accompany this form in order to request a space for the year. The registration fee is applied towards the annual tuition once accepted.**

## ENROLLMENT STIPULATIONS AND REQUIREMENTS

- 1) All tuition fees and installments can be paid in advance or by the first of the month with a personal check or money order. A.C.T. reserves the right to request payment in cash if the payment is made after the "due date." Select credit cards can be used for payments. There will be a 2.8% processing fee for every credit card transaction.
- 2) Failure to comply with the payment schedule, contractual agreements or program regulations forfeits placement in any or all programs.
- 3) Annual users are responsible for full payment of annual tuition regardless of use and must sign a contract.
- 4) No refunds, credits, make-up, substitutions, transfers or change of days is permitted or granted.
- 5) Additional fees may apply:
  - a) A fee of \$30.00 will be charged for returned checks.
  - b) A fee of \$10.00 per every 15 minute increment or any fraction thereof will be required and charged to your account for children remaining after program hours due to late pickup (beginning at 6:15 p.m.).
  - c) Other fees may apply as stipulated in individual program forms and brochures.
  - d) A.C.T. reserves the right to charge a 5% finance fee for payments made after the due date.
  - e) Credit card processing fee of 2.8% per transaction even if card is declined or reversed.

I, \_\_\_\_\_ (parent/guardian name), understand and agree to the terms outlined above:

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

My child, \_\_\_\_\_, has permission to go on any trips arranged by ACT. If I cannot be reached and my child requires emergency treatment because of illness or accident, I hereby authorize ACT Program staff to call in a physician or arrange for emergency treatment with a hospital. Photographs and videos in which my child appears may be used by ACT Programs of the Cathedral of St. John the Divine for publicity purposes such as in advertisements, on ACT website and in social media.

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

## OPTION 1: ALL YEAR (UNLIMITED WHEN ACT IS OPEN)

### Annual User: Sept. 7, 2017– June 14, 2018

ANNUAL FEE: \$2, 725 \$440 required with application

BALANCE: \$2,285 is paid in nine monthly installments: \$254

Annual users are liable for full contract amount payable in 9 installment as stipulated on contract

## OPTION 2:

### WEEKLY ENROLLMENT BY SEMESTER

- Fall Semester five days per week:  
Sept. 7, 2017 – Dec. 22, 2017**  
TOTAL FEE: \$1, 232: \$350 required with application  
BALANCE: \$882 to be paid in two installment of \$441 on Oct.1, 2017 and Nov. 1, 2017
- Winter Semester five days per week:  
Jan. 2, 2018 – March 29, 2018**  
TOTAL FEE: \$1063: \$350 required with application  
BALANCE: \$713 is paid in two installment of \$356.50 on Feb.1, 2018 and March 1, 2018
- Spring Semester five days per week:  
April 2, 2018 - June 14, 2018**  
TOTAL FEE: \$1003:\$350 required with application  
BALANCE: \$653 is paid in two installment of \$326.50 on April 1, 2018 and May 1, 2018

## OPTION 3:

### THREE DAYS PER WEEK BY SEMESTER

- Fall Semester three days per week:  
Sept. 7, 2017 – Dec. 22, 2017**  
TOTAL FEE: \$963 : \$350 required with application  
BALANCE: \$613 is paid in two installment of \$306.50 on Oct.1, 2017 and Nov. 1,  
Indicate 3 week days in attendance: M T W TH F
- Winter Semester three days per week:  
Jan. 2 – March 29, 2018**  
TOTAL FEE: \$743: \$350 required with application  
BALANCE: \$393 is paid in two installment of \$196.50 on Feb.1, 2018 and March 1, 2018  
Indicate 3 week days in attendance: M T W TH F
- Spring Semester three days per week:  
April 2, 2018 - June 14, 2018**  
TOTAL FEE: \$774: \$350 required with application  
BALANCE: \$424 is paid in two installment of \$212 on April 1, 2018 and May 1, 2018  
Indicate 3 week days in attendance: M T W TH F

## OPTION 4:

### TWO DAYS PER WEEK BY SEMESTER

- Fall Semester two days per week:  
Sept. 7, 2017 – Dec. 22, 2017**  
TOTAL FEE: \$642: \$350 required with application  
BALANCE: \$292 is paid in one installment of \$ 292 on Nov.1, 2017  
Indicate 2 week days in attendance: M T W TH F
- Winter Semester two days per week:  
Jan. 2 – March 29, 2018**  
TOTAL FEE: \$495:\$350 required with application  
BALANCE: \$145 is paid in one installment of \$145 March 1, 2018  
Indicate 2 week days in attendance: M T W TH F
- Spring Semester two days per week:  
April 2, 2018 - June 14, 2018**  
TOTAL FEE \$516: \$350 required with application  
BALANCE: \$166 is paid in one installment of \$116 on May 1, 2018  
Indicate 2 week days in attendance: M T W TH F

**Note:**  
**Application fees are considered as credit (payment) towards total fee.**

I am aware of the registration limitations and requirements for semester students as noted above.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_