



# Afterschool Program Application September 2016–June 2017

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." Credit cards can be used for initial non-refundable registration fee. 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

# A.C.T. 2016-17 Afterschool Program Application

## OPTION 1: All year (unlimited when ACT is open) (Grades K-5th)

**Annual User: Sept. 6, 2016 – June 16, 2017**

ANNUAL FEE: \$2, 477      APPLICATION FEE: \$440      BALANCE: \$2,037

Balance can be paid in nine monthly installments: \$226

Annual users are liable for full contract amount payable in 9 installment.

## OPTION 2: Weekly enrollment by semester (Grades 1st-5th)

**Fall Semester five days per week: Sept. 6, 2016 – Dec. 23, 2016**

SEMESTER FEE: \$1, 132      APPLICATION FEE: \$350      BALANCE: \$782

Balance is paid in two installment of \$346 on Oct.1, 2016 and Nov. 1, 2016

**Winter Semester five days per week: Jan. 3, 2017 – March 31, 2017**

SEMESTER FEE: \$963      APPLICATION FEE: \$350      BALANCE: \$613

Balance is paid in two installment of \$306 on Feb.1, 2017 and March 1, 2017

**Spring Semester five days per week: April 3, 2017 - June 16, 2017**

SEMESTER FEE: \$903      APPLICATION FEE: \$350      BALANCE: \$553

Balance is paid in two installment of \$276 on April 1, 2017 and May 1, 2017

## OPTION 3: Two days per week by semester (Grades 1st-5th)

**Fall Semester two days per week: Sept. 6, 2016 – Dec. 23, 2016**

SEMESTER FEE: \$592      APPLICATION FEE: \$350      BALANCE: \$242

Balance is paid in one installment of \$ 242 on Nov.1, 2016

Indicate 2 days: 1) \_\_\_\_\_ 2) \_\_\_\_\_

**Winter Semester two days per week: Jan. 3 – March 31, 2017**

SEMESTER FEE: \$445      APPLICATION FEE: \$350      BALANCE: \$95

Balance is paid in one installment of \$95 March 1, 2017

Indicate 2 days: 1) \_\_\_\_\_ 2) \_\_\_\_\_

**Spring Semester two days per week: April 3, 2016 - June 16, 2017**

SEMESTER FEE: \$466      APPLICATION FEE: \$350      BALANCE: \$116

Balance is paid in one installment of \$116 on May 1, 2017

Indicate 2 days: 1) \_\_\_\_\_ 2) \_\_\_\_\_

### LIMITATIONS

- No make-up, transfer, carryover, changes, substitution or refunds of days once registered.
- Registration for semester users is subject to availability.
- Stated application fee is due upon registration for semester enrollees.
- Balance of tuition fee is due as described above.
- Annual Users are liable for full contract amount payable in 9 installments.

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

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