

**SWAN 2022 – 2023 Registration Form**  
**Start Date: October 1<sup>st</sup>, 2022**  
**IN-PERSON WEEKEND PROGRAM**  
**AGE 4 (Born 2018) – AGE 8 (Born 2014) ONLY**

**For Office Use Only**

**Rev 08312022**

Date received: \_\_\_\_\_

Staff Initial: \_\_\_\_\_

Assessment Result: \_\_\_\_\_

**First-Come-First-Served**

Student Name (Please Print): \_\_\_\_\_ Chinese Name (If Any): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Entering Grade: \_\_\_\_\_ School: \_\_\_\_\_

**Parent/Guardian Information (Please Print)**

Mother  Father  Legal Guardian

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home Phone: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Mobile Phone: (\_\_\_\_\_) \_\_\_\_\_

**Please answer the following questions:**

1) Is your child currently enrolled in SWAN or another Chinese School/Program?  Yes  No

If "Yes", number of years: \_\_\_\_\_ Name of School /Program: \_\_\_\_\_

2) How did you hear about us?

Website  Returning Participant  SWAN Parents  Facebook/Social Media

Other (please specify): \_\_\_\_\_

**REGISTRATION**

**One Application Per Child. Email Application: [info@swan-nyc.org](mailto:info@swan-nyc.org)**

**SWAN PAYMENT AND REFUND POLICY**

- Registration Method:** Email registration form to [Info@swan-nyc.org](mailto:Info@swan-nyc.org). Form and fee must be received at time of registration to guarantee seat(s). Registration is first-come-first-served.
- Payment Option:** Check, E-Check or ACH. Credit Card will incur 3% fee. Email [Info@swan-nyc.org](mailto:Info@swan-nyc.org)
- Payment Plan:** Payment plan is available, please email [info@swan-nyc.org](mailto:info@swan-nyc.org) for terms and conditions.
- Donation:** Every dollar makes a difference in running successful classrooms. All donations to SWAN are Tax-Deductible to the full extent by law.
- Insufficient Fund Payment:** There is \$35 fee for insufficient fund payment. Your child could be at risk of losing his/her seat.

- On and After 9/15/2022:** \$150 administrative penalty fee for all withdrawals.
- No Refund or Make-Up Class** for absentees, vacation, or school closure.
- SWAN reserves the right to schedule changes.**

*By signing this form I confirm that all information entered on this form and any other required documentation submitted by me is authentic. I understand and agree to the refund policy above, and I understand that submitting false or falsified documentation is punishable by law.*

Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

**SWAN 2022 – 2023 Registration Form**  
**Start Date: October 1<sup>st</sup>, 2022**  
**IN-PERSON WEEKEND PROGRAM**  
**AGE 4 (Born 2018) – AGE 8 (Born 2014) ONLY**

<b>2022 – 2023</b> <b>Saturday Only In-Person Classes</b> <b>9:30AM - 12:00PM</b>	
<b>Semester 1</b> 10/1 - 12/10	<input type="checkbox"/> <b>\$600</b> (10/1, 10/15, 10/22, 10/29, 11/05, 11/19, 12/3, 12/10)
<b>Semester 2</b> 1/7 – 3/18	<input type="checkbox"/> <b>\$600</b> (1/7, 1/21, 1/28, 2/4, 2/11, 3/4, 3/11, 3/18)
<b>Semester 3</b> 4/01 – 6/10	<input type="checkbox"/> <b>\$600</b> (4/1, 4/22, 4/29, 5/06, 5/13, 5/20, 6/03, 6/10)

**Step 4 –**

**Donation:**   \$15     \$25     \$      . SWAN is a registered 501c3 non-profit organization. Every dollar counts to sustain SWAN's mission and our passion in teaching. All donations to SWAN are Tax-Deductible to the full extent by law.

**TOTAL: \$** \_\_\_\_\_

**Program Policy -**

- **Class Transfer** – Sorry, no transfer of classes to other families.
- **Google Classroom** – Please download google classroom to access your child's class work.
- **Registration/Questions** – Submit to [info@swan-nyc.org](mailto:info@swan-nyc.org). Email will be replied within 1 – 2 business day, thank you for your patience. Call 646-998-5786.
- **No Refund or Make-Up Class** for absentees, vacation, or school closure.
- **SWAN reserves the right to schedule changes.**

***Thank You for Choosing SWAN***  
 Scroll to Page 3 for Program Schedule

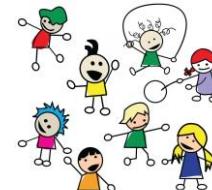
**2022 - 2023 SWAN Saturday  
In-Person Class Schedule  
9:30am – 12:00pm**

90 Bowery, Floor 2, Manhattan, NY 10013

**Semester One Class Dates:** 10/1, 10/15, 10/22, 10/29, 11/05, 11/19, 12/3, 12/10

**Semester Two Class Dates:** 1/7, 1/21, 1/28, 2/4, 2/11, 3/4, 3/11, 3/18

**Semester Three Class Dates:** 4/1, 4/22, 4/29, 5/06, 5/13, 5/20, 6/03, 6/10

<b>Ages 4 - 5 Class Schedule</b>	<b>Ages 6 - 8 Class Schedule</b>
<p>9:30am Chinese Conversational Practices</p>  <p>Bathroom Break</p>	<p>9:30am Chinese Conversational Practices</p>  <p>Bathroom Break</p>
<p>10:00am Arts Activities</p> 	<p>10:00am Arts Activities</p> 
<p>Hands washing</p> <p>10:30am Play Time</p>  <p>Bathroom Break</p>	<p>10:30am Dancing / Singing &amp; Reading / Writing</p> 
<p>11:00am Dancing / Singing</p>  <p>11:30am Snacks from Home</p>  <p>Bathroom Break</p>	<p>11:00am Play Time</p>  <p>11:30am Snacks from Home</p>  <p>Bathroom Break</p>
12:00pm Dismissal	12:00pm Dismissal

**\*\*REMINDERS\*\***

Doors Open at **9:20am**.

Only one adult/caregiver to enter classroom on the first day of class

Optional Face Covering for children, staff and parents

Bring Snacks and Water, **Label** Your Child's Belonging (**\*if you do not plan to eat snacks inside the classroom, please pick-up your child on-time at 11:30am\***).

Bring **Your Own** Arts Supplies; Crayons / Color Pencils / Glue Sticks / Scissors.