

SWAN 2022 – 2023 Registration Form
Semester Three Start Date: 1/22/2023
ROLLING ADMISSION
VIRTUAL MANDARIN
AGE 4 – 10 ONLY

For Office Use Only

Rev 08252020

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: If "Yes", number of years attended SWAN: _____
 If "No", number of years in Chinese School/Program _____ Private Tutoring Weekend Program
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

SWAN PAYMENT AND REFUND POLICY

- **Registration Method:** Email registration form to 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 or E-Check. Credit Card will incur 3% fee. Email Info@swan-nyc.org
- **Payment Plan:** Payment plan is available, please email 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 a \$35 fee for insufficient fund payment. Your child could be at risk of losing his/her seat.

- **No Refund or Make-Up Class** for absentees, vacation, or school closure.

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: _____

AGE 4 – 10 ONLY

Child's Name _____

Semester 3 Class Dates: 1/22/23 – 3/6/2023

Instruction: Pick Any Two Days under your child's age group and indicate 1st and 2nd Choice in the Time Slot (We will do our best to give you 1st Choice Time Slot)

Ages 4 – 6 Small Group Size: 1 – 4 Students	Monday Class Dates: 1/30, 2/6, 2/13, 2/27, 3/6	Wednesday Class Dates: 1/25, 2/1, 2/8, 2/15, 3/1	Friday Class Dates: 1/27, 2/3, 2/10, 2/17, 3/3	Sunday Class Dates: 1/29, 2/5, 2/12, 2/26, 3/5
4:30p – 5:15pm “45 Min Class”	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice
5:30p – 6:15pm “45 Min Class”	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice
Ages 7 – 10 Small Group Size: 1 – 4 Students	Tuesday Class Dates: 1/24, 1/31, 2/7, 2/14, 2/28	Thursday Class Dates: 1/26, 2/2, 2/9, 2/16, 3/2	Saturday Class Dates: 1/28, 2/4, 2/11, 2/25, 3/4	
4:30p – 5:15pm “45 Min Class”	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> *9:00am to 9:30am	
5:30p – 6:15pm “45 Min Class”	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> 1 st Choice <input type="checkbox"/> 2 nd Choice	<input type="checkbox"/> *9:00am to 9:30am	
PRIVATE SESSION	Sunday Class Dates: 1/29, 2/5, 2/12, 2/26, 3/5			
1 – 2 Students \$700 “60 Min Class”	<input type="checkbox"/> 5:30pm-6:30pm <input type="checkbox"/> Beginner Level <input type="checkbox"/> Intermediate Level <input type="checkbox"/> Advance Level			

Please Check Off:

- Small Group \$600 (45 Min, 10 Session) per semester**
- Private Session \$700 (60 Min, 5 Sessions per Semester)**
- Sibling Discount Credit: 5% Sibling Discount – Name of Sibling**

Donation: \$10 \$25 \$35 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 -

- **Make-Up Class** – Sorry, no make-up class for absentees
- **Class Transfer** – Sorry, no transfer of classes to other families.
- **Zoom Access** – Access info will be sent to email address stated on the registration form. Please download **zoom.us** on your laptop. Check sound and internet.
- **Google Classroom** – Please download google classroom to access your child's class work.
- **Registration/Questions** – Submit to 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.**