

**NEW YORK ACADEMY**

42-19 Bell Blvd.  
Bayside, NY 11361  
Tel: 718.225.0022.  
nyaprep@gmail.com

**NEW YORK ACADEMY**  
**After-School Program at P.S. 79 Registration Form**

Student Name		Grade (in Fall 2022): Class:
<p>Please select one of the options below:</p> <p>___ Option 1: Entire school year 38 weeks, Mondays—Fridays - \$3000 / 38 weeks</p> <p>___ Option 2: Recurring 4 weeks, Mondays—Fridays - \$350 / 4 weeks</p> <p>___ Option 3: Attending only specific days each week - \$25 / day, please specify: _____</p>		
Parent's Name: (Parent) _____ (Parent) _____		
Parent's Email Address: _____		
Telephone: H) _____ (W) _____ (C) _____		
Emergency Contact Person: _____		Relationship: _____
Tel: _____		
Does your child have injuries, medical conditions, or learning/behavioral accommodations that we should be aware of (Please list, if any) :		

**Please turn to the back and read over the policy and contract agreement. You may give the completed registration form and signed agreement to a New York Academy staff during pick-up.**



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## NEW YORK ACADEMY Policies and Contract

### Program Policies

1. We will prioritize registration to students who attend full time (Monday to Friday) each week.
2. There is a limit of 10 students per grade. You will be put on the waitlist and given your number in line if we surpass the limit. If the waitlist comes close to 10 students as well, we will have a second class for that grade. The maximum number of classes possible for each grade will be 2 (so 20 students altogether for each grade will be the absolute maximum).
3. There is a one-time, non-refundable \$75 registration fee for each new student.
4. There will be NO afterschool on half-days and when the school is closed for holidays, breaks, and snow days.
5. We will not be providing snacks to students during the program, due to concerns with allergens. However, snack time will be part of the schedule, so students may bring their own snacks for that time.
6. Invoices will be sent out as reminders the week before each pay cycle. A 5% late fee will incur if payments are kept outstanding for more than 4 weeks.
7. Sibling discount: \$150 off the tuition of each child if they register for the full year program; \$15 off the recurring tuition of each child for the 4-weeks program. No discounts will be given to those paying the daily rate.
8. Refund Policy: We will refund in full for cancellation before the start of the program. For the full year program, 75% will be refunded if you cancel within one month, 50% of the remaining tuition will be refunded if you cancel after one month.
9. We accept cash, checks, and money orders. Please make checks payable to New York Academy, include your child's name on the memo line, and bring it to our staff during pick-up. Cash must be sealed in an envelope. Zelle payments can be made to nyaprep@gmail.com.
10. We reserve the right to remove students from class if they are being disruptive and withdraw students from the program if unacceptable behavior persists.

### Terms of Agreement

As the parent or legal guardian of the above student, I hereby give permission for my child to participate in the programs of New York Academy and agree to comply with all program policies written above and other program regulations stated to me. In case of any emergency situation, if any of the student's contact cannot be reached, I give full permission to New York Academy to obtain medical attention in necessity, for which I'll be financially responsible. I hereby release New York Academy and all staff members of the institute from any responsibilities for bodily injury, property damage or theft of personal property that may occur while involved in the program on or off the site. By signing below, I hereby agree with the terms above, comply with New York Academy's policies and assume financial responsibility for payment of classes taken by my child.

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_