



SUMMER 2017 ACADEMIC PROGRAM REGISTRATION FORM

SUMMER 2017

Student's Name: _____ Gender F M

Address: _____

City, State, Zip _____ Parent's Email: _____

Entering Grade (Fall 2017): _____ Date of Birth: _____ Student's Email: _____

Parent's Names: _____

Parent's Home Phone Number: _____

Emergency Phone Number: _____

Father's Work Phone Number: _____

Mother's Work Phone Number: _____

**REQUIRED FOR
TRANSCRIPTS**

School Entering in Fall: _____

School Address: _____

School Phone Number: _____

Signature of Guidance Counselor or
Principal required if course is for credit: _____

COURSES TO BE TAKEN

FEE

1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____

Total Due: \$ _____

Please make checks payable to:
The Kendall Park Learning Center

PLEASE READ CAREFULLY AND SIGN:

I, the undersigned, agree to pay the summer fee indicated above. I further agree that if the applicant is enrolled, the enrollment is for the whole summer session and that no reduction or remission of said fees will be allowed by the KPLC for absence, withdrawal or dismissal of said applicant at any time during said summer session. I further understand that all fees must be paid before a student may begin attending classes. I understand that for safety reasons, students are asked to leave the grounds directly after classes. Parents and students are responsible for prompt transportation to and from the school. Students must not remain at the school or on the grounds more than 30 minutes before or after their classes.

Parent's Name: _____

Signature: _____ Date: _____

ACADEMIC SUMMER SCHOOL REGISTRATION & GENERAL INFORMATION

The Kendall Park Learning Center Summer Academic Session offers advanced/full credit, review credit, and preview/enrichment opportunities for your child. You may choose from a variety of courses. Students may be required to take a placement test to ensure that instruction is given on the appropriate level. Parents are encouraged to bring in reports and recommendations from the student's teacher or guidance counselor.

Our certified, experienced, and dedicated teachers help students gain confidence in their scholastic abilities and guide students to a new appreciation of their talents. Teachers provide instruction in small groups to make sure that personal attention is given to each and every student. Mid-session and final reports are sent home keeping families apprised of student progress.

Please read the following carefully before you register. If you require further assistance, please call (732) 821-2111. Complete all sections of the registration form and **send registration with full tuition** to:

Summer Program

Kendall Park Learning Center

3088 Highway 27, Suite 4

Kendall Park, NJ 08824

Mail-in registration must be post-marked by Friday, June 2nd. After that day, registration must be done in person at the Kendall Park Learning Center. Registrations accepted after June 27th will require a \$25 late fee.

Refunds and Cancellations:

- The tuition, minus \$250, is refundable if a student withdraws on or before May 30th.
- If student withdraws on or before June 9th, 50% of tuition will be refunded.
- For any reason, if student withdraws after June 9th, 0% of tuition will be refunded.
- If the course is cancelled, the course tuition will be refunded in full.
- Refunds take approximately six weeks to process.
- There will be no refunds for missed days or holidays.
- *Students, who withdraw from the courses early, either because the class is too easy or too difficult will not have their tuition refunded. Students whose behavior is unsuitable for a classroom environment (either distracting or detrimental to the class and fellow students) will be asked to leave without any refund of tuition. There is no refund for a student moving from a more expensive to a less expensive class*

Course Credit

Under all circumstances in which the student intends to transfer credit to another school, advance agreement must be obtained from either the school principal or guidance counselor that successful completion of the KPLC coursework will satisfy credit transfer requirements. A copy of this agreement should be given to the KPLC Summer Program office before registration.

General Information

- **Class Dates:**
All classes begin Wednesday, June 28th except for those listed below | *All classes end Thursday, August 3rd except for those listed below*
- SAT Classes being Monday, July 10th | *- Honors Science Classes end Friday, August 4th*
- In the past few years, many classes have closed due to over enrollment. We, therefore, encourage you to register as soon as possible to avoid being turned away.
- Courses are subject to cancellation due to insufficient enrollment.
- If you are taking only one 60 hour class, please indicate on your registration form what time slot you prefer. All effort will be made to fulfill your request. If this cannot be done, you will receive a phone call notifying you of the time the class will meet.
- Mid-session reports will be **emailed** to parents on July 20th. Final reports will be **emailed** on August 11th.
- Report cards will not be mailed to the child's school unless either the guidance counselor or the principal has signed the permission form (see [registration form](#)).
- **Students are not allowed to leave the school premises during break.**
- You can pick up a car-pool list between June 22nd – 27th. **Please inform us if you do not want your name on the list; otherwise it will be included on list.**
- There is no school on Tuesday, July 4th.