

Summer Series “Live From Home” 2022 Enrollment Agreement

The above named school and the student (as outlined in the online registration form) enter into agreement under which the student will pay tuition and fees as indicated on the online registration form, and will adhere to the school’s rules and regulations as set forth in the [school catalog](#). The school will instruct the student in the curriculum chosen on the online registration form in accordance with New York State Education Law and Commissioner’s Regulations.

Below is a summary of the course offerings during the Summer Series “Live From Home” 2022. The online registration form indicates which course(s) the student has/have selected.

Course Selection	Hrs	Tuition	Coaching Fee	Non-Refundable Registration Fee	Total Due
Approaching Grade 1	20	\$540		\$60	\$600
Approaching Grade 2	20	\$540		\$60	\$600
Approaching Grade 3	20	\$540		\$60	\$600
Approaching Grade 4	20	\$540		\$60	\$600
Approaching Grade 5	20	\$540		\$60	\$600
Approaching Grade 6	20	\$540		\$60	\$600
Approaching Grade 7	20	\$540		\$60	\$600
Approaching Grade 8	20	\$540		\$60	\$600
Collaborative Leadership	20	\$540	\$45	\$60	\$645
Introduction to Early Childhood Waldorf Education	20	\$540		\$60	\$600

Method of Payment: Payments are made by credit card at the time of online registration, or by check, before the beginning of classes. Checks may be sent to: Sunbridge Institute, 285 Hungry Hollow Road, Chestnut Ridge, NY 10977 ATTN: Summer Enrollment.

Refund policy

1. A student who cancels at least 7 days before instruction begins receives all monies returned with the exception of the non-refundable registration fee.
2. Thereafter, a student will be liable for:
 - a. The non-refundable registration fee plus
 - b. The cost of any textbook or supplies accepted, plus
 - c. Tuition liability as of the student’s last date of physical attendance. Tuition liability is determined by the percentage of the program offered to the student.

<i>If student attends:</i>	<i>Student is liable for:</i>
0 -15% of the program	0%
16 - 30% of the program	25%
31 - 45% of the program	50%
46 – 60% of the program	75%
Over 60% of the program	100%

Certificate of Completion

A Certificate of Completion is available to any student who requests it, provided that the student attended at least 85% of the required coursework.

Availability of Documentation

1. The school catalog is available [here](#). An updated version is available on June 1st of the current year. It is the student’s responsibility to read the most current version of the catalog.
2. Student disclosure materials are available [here](#).
3. A copy of this agreement can be printed from this screen for your records.

Signature

By signing the box on the online registration form, I agree to the conditions of this agreement. I also verify that I have read and saved a copy of this the following 3 documents for my records: this agreement, the [school catalog](#), and the [Student Disclosure Material](#).

General Schedule for most courses: 8:15 AM – 6:00 PM (M – F) Summer Hours of School Operation: 9:00 AM – 5:00 PM (M – F)
Sunbridge Institute, 285 Hungry Hollow Road, Chestnut Ridge, New York 10977; (845) 425-0055