

擷秀学院  
Head Office:2400 SAT Learning Center

Head Office Add:75-27, Parsons Blvd  
Flushing, NY, 11366  
Tel: 718-886-8638

Syosset Branch: JSP Tutoring Center

Syosset Branch Add: 18 Jackson Ave.  
Suite 5, Syosset, NY 11791  
Tel: 516-364-1668

## ***Student Registration Form***

Student's Name \_\_\_\_\_

Student's Phone # \_\_\_\_\_

Student's Email \_\_\_\_\_

Home Address \_\_\_\_\_

Mother's Phone # \_\_\_\_\_ Father's Phone# \_\_\_\_\_

PSAT/SAT Score \_\_\_\_\_ School GPA \_\_\_\_\_

School Attending Name \_\_\_\_\_

Grade Level \_\_\_\_\_ Parent's Wechat ID \_\_\_\_\_

### **Registration and Refund Policy**

- 1) Tuition must be paid in **full** before the first day of class. Students will not be permitted to enter the classroom otherwise.
- 2) All programs offered by JSP Tutoring Center are weekly-based. JSP Tutoring Center does not function as a day-care center or offer after school program, **and all tuition paid can not be reported as child-care for tax purposes.** Please keep your receipt safely. We will not provide extra copy for your receipt.
- 3) If a student is absent from a class due to his/her personal reason, **no make-up classes** will be offered. **No tuition refund.**
- 4) Private Tutor: If the student cannot come class on time, please let school know 24 hours ahead. **Otherwise we will charge one hour tutoring fee.**
- 5) **Refund Policy:** **No refunds will be issued to students after the first day of class.** Cancellation and refund can only be made before the first day of class and it is subject to the following condition: The remaining tuition after deduction of \$100 processing fee.

**My child and I have perused and agreed to comply with the policy listed above.**

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date