



2023 SUMMER CLASSES APPLICATION

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Please provide the following information as accurately as possible. We cannot process this application unless it has been filled out completely. Please complete one application for each person applying for enrollment at ME.

▶ To apply for ME’s summer camps, please use the “**Summer Camp Application.**” ◀

1. STUDENT/PARENT CONTACT INFORMATION

Applicant's Name (print clearly): _____ 漢字: _____

Address: _____ City _____ State _____ Zip _____

Cell: _____ Email: _____

Permanent Contact Information (if not a US citizen/permanent resident or if the above-listed address is temporary):

Address: _____

Where applicant is a minor (less than 18 years old) or not personally paying tuition:

Mother's Name (print): _____ Father's Name (print): _____

Home Tel: _____ Fax: _____

Mother's Cell: _____ Work: _____ Email: _____

Father's Cell: _____ Work: _____ Email: _____

Parents' Permanent Address (if not the same as above): _____

2. ADDITIONAL STUDENT INFORMATION

Age: ____ In what grade in school in the coming September? ____ School attending? _____ GPA: ____

SAT*, PSAT, TOEFL, ACT, or ISEE Score? (Verbal-Writing-Math if available) _____

Native English speaker? (Y/N) ____ Length of time in US? ____ Currently attending ESL classes? (Y/N) ____

Require classes be held off-site? (Y/N) ____ If "Yes," where? _____ (Off-site rates apply.)

Some ME classes are conducted **IN PERSON**, while some are conducted **REMOTELY VIA ZOOM**. So that we are clear about *your preferences*, please indicate (✓) whether you would prefer **in-person classes** or **remote Zoom classes** .
Are you willing to enroll in classes with us if your preferred option is not available? (Y/N) _____

Upcoming tests or other goals you are working to achieve? (Attach additional pages as necessary): _____

Has the applicant been diagnosed with behavioral problems or learning disabilities? (Y/N) _____

(If yes, please attach a brief description, including any special needs of which we should be aware. Please note that ME does not specialize in helping students with special learning needs due to physical, medical, or other conditions (ADD, ADHD, dysgraphia, dyscalculia, Asperger’s, etc.) and may not be able to provide educational services in such cases.

Is there a particular teacher with whom you would like to work? _____

Are you still willing to take classes at MERCER EDUCATION if your preferred instructor is unavailable? (Y/N) _____

Other important information you would like us to know? (Attach additional pages as necessary): _____

*Test names & trademarks (SAT, PSAT, TOEFL, ACT, ISEE) are the property of the respective trademark holders, none of whom are affiliated w/ Mercer Education or endorse its website, products or services.

3. PROGRAM SELECTION (NON-CAMP CLASSES RUN 6/28 – 8/19/23)

Group Classes

Check (✓) the class(es) you wish to enroll in.

SAT VERBAL PREP

SAT MATH PREP

LANGUAGE ARTS
(GRADES 3-12, students grouped by level)

Private Classes

Check (✓) the class(es) you wish to enroll in.

► For private classes of 2 or more students, list classmates: _____ / _____

Depending upon teacher availability, subjects for private classes could include English, Math, Application Assistance, Chemistry, SAT prep, History, etc. Please provide key details. For example, do not just list "homework help"; we need to know the subject, e.g., AP US History. Likewise, do not just write, "Math." Rather, indicate "Algebra II," "Calculus BC," "Geometry," "middle school math," etc. Private classes are highly customized, and we need details of what you are requesting so we can determine whether we can help and who would be the most suitable instructor.

50-min. classes / number of classes per wk: _____

In what subject? _____

50-min. classes / number of classes per wk: _____

In what subject? _____

1'20"-min. classes / number of classes per wk: _____

In what subject? _____

1'20"-min. classes / number of classes per wk: _____

In what subject? _____

1'50"-min. classes / number of classes per wk: _____

In what subject? _____

1'50"-min. classes / number of classes per wk: _____

In what subject? _____

For **COLLEGE COUNSELING PACKAGES**, select one of the following:

PACKAGE A

PACKAGE C

PACKAGE E

PACKAGE G

PACKAGE B

PACKAGE D

PACKAGE F

CCP-S

4. JULY-AUGUST ENROLLMENT POLICY

During the summer, students' private and group classes (not including camps) at Mercer Education are invoiced and run as a prescheduled 2-month block of classes for July and August ending by 8/19/23. However, to accommodate the summer scheduling needs of its clients, MERCER EDUCATION makes one exception to its cancellation policy for private and group classes (though not for its summer camps) as follows: if students clearly inform ME on their applications for private or group summer classes that they will have to miss one or more classes on certain dates (e.g., "blacking out" a week in July and two weeks in August because of vacations or schedule conflicts), ME will not charge for classes that would have occurred on those dates. However, 1) ME typically cannot accommodate complicated requests that involve extended or multiple student absences and will have to confirm the workability of each such request on a case by case basis prior to the start of classes, 2) such accommodations will only be provided to students who have clearly listed the "blackout" dates on their applications, which they must submit before any summer classes can occur, 3) once they have submitted their applications, students will not receive any refunds or credits for changes to those cancellation dates or for additional blackout dates they inform of us after we have confirmed a schedule and invoiced the student. In other words, if you take advantage of this tuition policy exception, please realize that there will be absolutely no other refunds for absences beyond what you listed on your application to ME.

► I am available to attend starting on (indicate date if you cannot start on July 1st): _____

► I cannot attend the July-August session on the following dates (list all dates inclusive): _____

5. STUDENT AVAILABILITY

▶ On the grid below, mark (✓) **ALL** time slots when you **ARE** available to attend.

▶ The more times you list, the more likely it is we can arrange a class.

▶ Indicate schedule preferences by writing 1st, 2nd, 3rd, etc. for all the times when you are available to attend.

▶ Your classes will not commence and you will not be charged until we have communicated with you about available schedule options and you have approved the time(s) and the start date(s).

▶ If on the prior pages you have requested us to schedule more than one class per week, would you like those classes to be on the same day or on separate days? _____

During the summer, most private and weekly 2-hour group classes will take place on weekday afternoons after 2:30pm and on Saturdays, though there will be some exceptions.

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|------------|----------------------------|----------------------------|----------------------------|----------|--------|----------|
| 8-8:30am | e.g., ✓ or 1 st | e.g., ✓ or 2 nd | e.g., ✓ or 3 rd | | | |
| 8:30-9am | e.g., ✓ or 1 st | e.g., ✓ or 2 nd | e.g., ✓ or 3 rd | | | |
| 9-9:30am | e.g., ✓ or 1 st | e.g., ✓ or 2 nd | e.g., ✓ or 3 rd | | | |
| 9:30-10am | | | | | | |
| 10-10:30am | | | | | | |
| 10:30-11am | | | | | | |
| 11-11:30am | | | | | | |
| 11:30-12pm | | | | | | |
| 12-12:30pm | | | | | | |
| 12:30-1pm | | | | | | |
| 1-1:30pm | | | | | | |
| 1:30-2pm | | | | | | |
| 2-2:30pm | | | | | | |
| 2:30-3pm | | | | | | |
| 3-3:30pm | | | | | | |
| 3:30-4pm | | | | | | |
| 4-4:30pm | | | | | | |
| 4:30-5pm | | | | | | |
| 5-5:30pm | | | | | | |
| 5:30-6pm | | | | | | |
| 6-6:30pm | | | | | | |
| 6:30-7pm | | | | | | |

How did you hear about MERCER EDUCATION?

If you heard about Mercer Education through a friend, please let us know who referred you to us (list just one friend/student's name): _____ . If that student is still attending classes at Mercer Education, that student will receive a \$30 credit (not cash payment) towards classes at ME for introducing us. Please tell your friends as well – we appreciate those referrals! Did you learn about ME through some other source (e.g., web search, newspaper ad, mailed brochure)? Which? _____

6. STUDENT AGREEMENT

Students and their parents are welcome to make payments online via the payment portal on ME's website, by check via USPS or by cash or check in person. In cases when students/parents are enrolling for a substantial number of hour of classes per week but wish to pay by cash or check rather than electronically, Mercer Education may require a refundable deposit to be held until all scheduled classes have concluded. In such cases, ME will inform those students and their parents of any deposit requirements in advance. New students must also pay a one-time \$40 non-refundable registration fee which will be included on their first bill.

1. I have read and I understand the forms and brochures explaining MERCER EDUCATION'S registration fee, deposit requirements, tuition rates and late fees as well as all policies regarding but not limited to enrollment, scheduling, absences, refunds and withdrawal from classes. These forms include MERCER EDUCATION'S *Fee Schedule*, MERCER EDUCATION'S *School Policies*, and this *Summer Classes Application*. I agree to the terms and rules stated in these documents.
2. I understand that, although MERCER EDUCATION may provide me with foreign-language versions of MERCER EDUCATION'S *Fee Schedule*, MERCER EDUCATION *School Policies*, and this *Summer Classes Application* for my convenience, the English-language versions will take precedence and only these English-language versions will carry legal weight in the event of any dispute or disagreement.
3. I understand that sometimes disputes arise regarding money owed for services rendered and agree that any such disputes between MERCER EDUCATION and me will be adjudicated in King County in the State of Washington.
4. I understand that, although I and/or my child may have enrolled at MERCER EDUCATION with the hope of improving personal, professional, or academic skills and performance at work or at school, there are many factors that come to bear in such cases. MERCER EDUCATION has made no guarantee regarding results which may include tests, presentations, applications, or grades for papers, projects or classes. As such, I will not seek refunds, damages, or other forms of redress from MERCER EDUCATION on the basis of my or my child's personal, professional, or academic performance or application results in any context or venue.
5. I understand that this agreement represents the entire understanding between MERCER EDUCATION and me and may not be modified except in writing. This agreement shall be governed under the laws of the State of Washington.

Application cannot be processed without signatures and dates here:

Parent / Guardian / Supervisor (Print Name)

Student (Print Name)

Parent / Guardian / Supervisor (Signature)

Student (Signature)

Date: _____

Date: _____

Note: For companies commissioning MERCER EDUCATION to work with their employees, an authorized supervisor or manager should print and sign his/her name as should the employee enrolling for classes. Below, please provide company contact information regarding whom to contact should that manager or supervisor leave the company's employment.

Supervisor/manager print and sign name

Date

Employee print and sign name

Date

Company contact information: _____
(Attach additional sheet if space is needed)