



Dear parent.

Please mail us your registration form and your payment to ,

MEEP-Attn: Sunnyside Spanish Program

175 Omar Way #111

San Francisco, California 94127

Please note that our instructor will NOT accept applications or payments in person. All material must be send to the above address to properly process your registration form and payment

Once we receive your registration form a confirmation e-mail will be sent to you .

Checklist

- ✓ Completed application form (both pages)
- ✓ Full payment for 2012 Spring semester
- ✓ All checks made out to TUTORS R US
- ✓ I have reviewed and signed my child's registration form



SUNNYSIDE INTERMEDIATE SPANISH

SPRING SEMESTER 2012
(January 3rd, 2012-May 24th, 2012)

INTERMEDIATE SPANISH

Tuesdays and Thursdays

2:40pm-3:40pm

THIS CLASS IS NOT AN IMMERSION PROGRAM!

Register Below

PLEASE PRINT CLEARLY

Parent/Legal Guardian Information

Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email (required): _____

Emergency Phone Number (required): _____

Student's Information

Name & Grade: _____

The following individuals are authorized to pick up my child in an emergency. All individuals must be 21 and over.

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____

Tuition!

**\$684.00 (includes one time \$20 material fee) from January 3rd, 2012-
May 24th, 2012**

(\$18 per class. Total 38 classes)

Please note: Class will NOT be in session: 3/27/12, 3/29/12 due to school closure.

Please note: Class will not be held the week of Parent/Teacher conferences. Dates are TBD.

Full payment is due December 8th, 2012

- o only checks, cash, and money orders are accepted.
- o Returned checks will be assessed a \$35.00 fee.

- Refund policy:
- 90% refund until January 6th, 2012
- 50% refund January 13th, 2012
- No refunds will be given after January 13th, 2012

Please make out your check to Tutors R Us

Mailing Address

MEEP

Attn: Sunnyside Spanish

175 Omar Way #111

San Francisco, California 94127

For additional information or questions please contact us at,

E-mail: meeppo@msn.com

Phone: 415-632-1665

There must be a minimum of 10 students enrolled in the class at all times. If the minimum is not met, classes will be discontinued and you will be refunded the amount for the number of remaining classes. There is a maximum of 14 students.

If a child is absent, tuition will not be refunded for the missed class. If the teacher is absent, the class will be made up.

Children enrolled in Spanish classes must be picked up once class is over at 3:40 p.m. There will be a late fee of \$5.00 per minute for pick ups after 3:40 p.m. There will be a late fee of \$10.00 per minute after 3:50 pm. If your child has not been picked up by 4:10 p.m., we are required by law to contact Child Protective Services (CPS).

PLEASE NOTE: LATE FEES ARE IN EFFECT UNTIL THE STUDENT IS PICKED UP!

All parents are required to sign their child out upon pickup.
I have read and understand the policies for MEEP Spanish classes.

Print Name

Signature & Date

