



90 Bowery Street, 2<sup>nd</sup> Floor, NY, NY 10013  
Website: [www.swan-nyc.org](http://www.swan-nyc.org)  
Tel: 646-998-5786 Email: [Info@swan-nyc.org](mailto:Info@swan-nyc.org)

**For Office Use Only**

Date received: \_\_\_\_\_  
Received by: \_\_\_\_\_

Form Updated 12.19

## SWAN Preschool Registration

Student Name: \_\_\_\_\_ Chinese Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Are you a current SWAN student?  Yes \_\_\_\_\_  No. Current School: \_\_\_\_\_

Wait listed and New Parent Preferred Start Date: \_\_\_\_\_ Month \_\_\_\_\_ Year

|   |  |                            |                          |
|---|--|----------------------------|--------------------------|
| <b>Parent/Guardian Information (Please Print)</b> | <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian                      |                            |                          |
|   | First Name: _____  | Last Name: _____           |                          |
|   | Street Address: _____  | Apt.: _____                | City: _____              |
|   | State: _____   | Zip Code: _____            | Home Phone: (____) _____ |
|   | Email: _____   | Mobile Phone: (____) _____ |                          |
|   | How did you hear about us? <input type="checkbox"/> Referral <input type="checkbox"/> Website <input type="checkbox"/> Flyer |                            |                          |

### Payment Information

- **Pre-Registration:** A non-refundable \$100 registration fee and \$250 last month tuition deposit.
- **Acceptance Registration:** A non-refundable last month tuition or last month tuition minus the “submitted” \$250 pre-registration tuition deposit to guarantee your child’s seat.
- **Payment Option:** - Check: Payable to **SWAN** (Include **student’s name** on check). Online Payment: Contact [info@swan-nyc.org](mailto:info@swan-nyc.org) or 646.998.5786.
- **Tuition Payment Policy:** Tuition is due on every 15th of the month before next month tuition. A \$30 late fee is applied after the due date with an additional \$5 penalty fee per day. Upon acceptance, a non-refundable acceptance registration fee is required to guarantee your child’s seat.
- **Bounced Check Fee:** A \$35 bank fee for each bounced check.
- **Refund Policy (Absenteeism):** There is no refund/proration on absenteeism, sickness, vacation, and/or school closure.
- **Withdrawal Policy:** Seven-week written notice to [info@swan-nyc.org](mailto:info@swan-nyc.org) is required to use the last month tuition deposit for tuition. Withdrawal notice submitted less than seven-week will forfeit the last month tuition deposit. Child’s last month of tuition is “not” prorated.

By signing this Form I confirm that all information entered on this form submitted by me is authentic. I also agree to the payment, refund, and withdrawal policy above. And I understand default on payment will cause suspension of service immediately.

Signature: \_\_\_\_\_ (Parent/Guardian) Date: \_\_\_\_\_

**2021 – 2022 School Year Tuition**  
**September, 2021 to August, 2022**  
**Tuition Deposit is Required to Secure a Seat**

| <b>Two Year Old Tuition<br/>Born 2019</b>  | <b>Three Year Old Tuition<br/>Born 2018</b>  | <b>Pre-Kindergarten Tuition<br/>Born 2017</b>   |
|--|--|---|
| <b>8:30am to 6:00pm<br/>Full Day</b><br><br><input type="checkbox"/> \$1,875 (\$50 monthly sibling discount available for second, third and fourth sibling)  | <b>8:30am to 6:00pm<br/>Full Day</b><br><br><input type="checkbox"/> \$1,675 (\$50 monthly sibling discount available for second, third and fourth sibling)  | <b>8:30am to 5:30pm</b><br><input type="checkbox"/> Medium Income: \$1,000<br>*Below \$200K household income of 3 is considered medium income. Income verification required.<br><input type="checkbox"/> Regular Income: \$1,335<br>*Above \$200K for a household income of 3 is considered regular income. |
| <b>REGISTRATION FEE &amp; DEPOSIT</b><br><input type="checkbox"/> \$100 (One Time Registration Fee)<br><input type="checkbox"/> \$250 (Pre-Registration Last Month Tuition Deposit)<br><input type="checkbox"/> \$1,625 (Acceptance Registration Last Month Tuition Deposit) | <b>REGISTRATION FEE &amp; DEPOSIT</b><br><input type="checkbox"/> \$100 (New Student ONLY: One Time Registration Fee)<br><input type="checkbox"/> \$250 (Pre-Registration Last Month Tuition Deposit)<br><input type="checkbox"/> \$1,425 (Acceptance Registration Last Month Tuition Deposit) | <b>REGISTRATION FEE &amp; DEPOSIT</b><br><input type="checkbox"/> \$100 (New Student Only: One Time Registration Fee)<br><input type="checkbox"/> \$250 (Pre-Registration Last Month Tuition Deposit)<br><input type="checkbox"/> \$750 or \$1,085 (Acceptance Registration Last Month Tuition Deposit)     |
| <b>Extended Care</b><br><input type="checkbox"/> 5:30pm to 6:30pm \$325  | <b>Extended Care</b><br><input type="checkbox"/> 5:30pm to 6:30pm \$325  | <b>Extended Care</b><br><input type="checkbox"/> 5:30pm to 6:30pm \$325   |
| <b>Grand Total:</b> _____  | <b>Grand Total:</b> _____  | <b>Grand Total:</b> _____   |

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