

Summer Workshop 2020 Application Form

Enrollment is confirmed upon the receipt of completed application form and the settlement of full payment. Please return the completed form by mail, hand or email.

I. Student Information

Last Name:	First Name:			Sex (M/F):
Date of Birth (mm/dd/yy):	School:			School Grade (<u>AFTER</u> summer):
Home Address:				hear about us? If referred, please name of referral party:
Parent's Name:		Email:	1	Contact number:

II. Tuition & Discount

A. Academic Courses	B. Courses for Application Purposes
 5-Day Presentation: \$2,900 (K2-K3 1hr) / \$3,900 (G1-G2 1.5hr) 	• 2-Week International School Entrance Prep:
 5-Day Public Speaking (G3-8 1.5hr): \$ 4,300 	\$ 8,800 (English Prep 1.5hr) / \$ 8,000 (Interview Training 1hr)
• 5-Day History (G5-10 1.5hr): \$ 4,300	2-Week U.S. Boarding School Intensive:
• 5-Day Writing Workshop:	\$ 14,000 (Essay Writing 2hr) / \$8,600 (Interview Training
• \$ 3,900 (Foundation G1-4 1.5hr)	1hr)
• \$ 4,300 (Enrichment G5-8 1.5hr)	• 1-Week U.S. College Application Intensive:
 \$ 4,500 (Advancement G9-11 1.5hr) 	\$ 8,000 (Personal Statement 2hr)
 5-Day Vocab, Reading Comp & Grammar: \$3,900 (G1-4 1.5hr) / \$4,300 (G5-8 1.5hr) 	 Private Test Prep (SSAT, SAT, ACT, ISEE) / School App Advisory taught by Founder: Contact us for pricing
• 10-Day Literary Analysis (G6-11 1.5hr): \$8,900	

* All new enrollments are subject to a non-refundable \$300 one-time registration fee. Discounts do not apply to this fee.

Discounts:

- Early Bird Discount: 5% discount with full payment by <u>May 31st, 2020</u>
- **Multi-Workshop Discount:** *5%* discount for enrollment of <u>2 or more</u> workshops and completion of payment <u>at the</u> <u>same time</u>.

III. Payment

- <u>By check</u>: Please make checks payable to "The Open Classroom Limited".
- <u>By bank transfer</u>: Please deposit to our Hang Seng account no. **773-875315-883** referencing full name of student and enrolled course(s). To complete enrollment, please email deposit slip to <u>info@theopenclassroom.com.hk</u>.

IV. Signature

By signing below, I confirm I understand and agree to The Open Classroom's terms and conditions.

Signature of Parent:	Date:

V. Program Schedule and Enrollment

- Please indicate your **preferred program(s)** and **class time(s)**. You may check more than one class time to facilitate matching. We will notify you through email once we have a confirmed class at your preferred time.
- All class levels are matched to your child's grade level <u>AFTER summer</u>, i.e. student entering Grade/Primary 5 this coming September should enroll in G5 classes. Classes meet on a daily basis from Monday to Friday.

Presentation (K2 – G2)	Class time by Level:			
(Select all that apply)	K2 to K3		Grade 1 & 2	
U Week 3: JUL 6-10	🗆 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm
Week 4: JUL 13-17	🗆 11am-12pm	□ 5-6pm	□ 11am-12:30pm	□ 5-6pm
Week 5: JUL 20-24	🗆 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm
Week 6: JUL 27-31	🗆 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm
Week 7: AUG 3-7	□ 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm
Week 8 : AUG 10-14	🗆 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm
Week 9: AUG 17-21	🗆 11am-12pm	□ 5-6pm	□ 11am-12:30pm	□ 5-6pm
Week 10: AUG 24-28	🗆 11am-12pm	□ 5-6pm	🗆 11am-12:30pm	□ 5-6pm

Public Speaking (G3 – G8)	Class time by Level:				
(Select all that apply)	G 3-4	G 5-6	G 7-8		
Week 3: JUL 6-10	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 4: JUL 13-17	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 5: JUL 20-24	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 6: JUL 27-31	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
U Week 7: AUG 3-7	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 8: AUG 10-14	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 9: AUG 17-21	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		
Week 10: AUG 24-28	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm	□ 11-12:30pm □ 2-3:30pm		

History (G5 – G10)	Class time by Level:		
(Select all that apply)	G5-6	G7-8	G9-10
U Week 7: AUG 3-7	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 8: AUG 10-14	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 9: AUG 17-21	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 10: AUG 24-28	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm

* If none of the above class times fit your schedule, please list your child's level and <u>ALL available times</u>. We will contact you once class is formed at your preferred class time.

Interested course:	Which week?	All available times:

V. Program Schedule and Enrollment

• All class levels are matched to your child's grade level <u>AFTER summer</u>, i.e. student entering Grade/Primary 5 this coming September should enroll in G5 classes. Classes meet on a daily basis from Monday to Friday.

Writing Workshop	Class time by Level:				
(Select all that apply)	Foundation 0 (Grade 1)	Foundation 1 (Grade 2)	Foundation 2 (Grade 3)	Foundation 3 (Grade 4)	Enrichment 0 (Grade 5)
Week 1: JUN 22-26	🗆 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am
	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
└ Week 2: JUN 29-	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am
JUL 3	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Week 3: JUL 6-10	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am	🗆 9:30-11am
	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Week 4: JUL 13-17	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am
	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Week 5: JUL 20-24	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am
	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Week 6: JUL 27-31	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am
	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm □ 9:30-11am	□ 3:30-5pm
🗆 Week 7: AUG 3-7	□ 9:30-11am □ 3:30-5pm	□ 9:30-11am □ 3:30-5pm	□ 9:30-11am □ 3:30-5pm	□ 9:30-11am □ 3:30-5pm	□ 9:30-11am □ 3:30-5pm
	□ 9:30-11am	□ 9:30-11am	9:30-11am	□ 3.30-5pm □ 9:30-11am	□ 9:30-11am
Week 8: AUG 10-14	□ 3:30-5pm	□ 9:30-11am	□ 9:30-11am	□ 9.30-11am □ 3:30-5pm	□ 9.30-11am □ 3:30-5pm
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🗆 Week 9: AUG 17-21	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Week 10: AUG 24-	•				-
	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am	□ 9:30-11am
28	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
Writing Workshop	Class time by Leve				
(Select all that apply)	Enrichment 1 (Grade 6)	Enrichment 2 (Grade 7)	Enrichment 3 (Grade 8)	Advancement 0 (Grade 9)	Advancement 1 (Grade 10-11)
	9:30-11am	□ 9:30-11am	9:30-11am	9:30-11am	□ 9:30-11am
Week 1: JUN 22-26			□ 3:30-5pm	□ 3:30-5pm	□ 3:30-5pm
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14/F East Exchange Tower (PCCW Building), 38-40 Leighton Road, Causeway Bay

V. Program Schedule and Enrollment

• All class levels are matched to your child's grade level <u>AFTER summer</u>, i.e. student entering Grade/Primary 5 this coming September should enroll in G5 classes. Classes meet on a **daily basis** from Monday to Friday.

Vocab, Reading Comp &	Class time by Level:			
Grammar	Grade 1	Grade 2	Grade 3	Grade 4
Week 1: JUN 22-26	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm
LI WEEK 1: JUN 22-26	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 2: JUN 29-JUL 3	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm
Week 2: JON 29-JUL 3	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 3: JUL 6-10	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 4: JUL 13-17	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 5: JUL 20-24	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm □ 5-6:30pm
Week 6: JUL 27-31	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 11-12:30pm
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Week 7: AUG 3-7	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm
Week 8: AUG 10-14	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 9: AUG 17-21	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 10: AUG 24-28	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Vocab, Reading Comp &	Class time by Level:			
Grammar	Grade 5	Grade 6	Grade 7	Grade 8
Week 1: JUN 22-26	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 2: JUN 29-JUL 3	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm
Week 3: JUL 6-10	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm
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Week 4: JUL 13-17	□ 5-6:30pm	□ 5-6:30pm	□ 5-6:30pm	□ 11-12.30pm
Week 5: JUL 20-24	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 6: JUL 27-31	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm	□ 11-12:30pm □ 5-6:30pm
Week 7: AUG 3-7	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm	□ 11-12:30pm □ 5-6:30pm
Week 8: AUG 10-14	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm	□ 11-12:30pm □ 5-6:30pm
Week 9: AUG 17-21	□ 5-6:30pm □ 11-12:30pm	□ 5-6:30pm □ 11-12:30pm □ 5-6:30pm	□ 5-6:30pm □ 11-12:30pm □ 5-6:30pm	□ 5-6:30pm □ 11-12:30pm □ 5-6:30pm
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14/F East Exchange Tower (PCCW Building), 38-40 Leighton Road, Causeway Bay

V. Program Schedule and Enrollment

* If none of the above class times fit your schedule, please list your child's level and <u>ALL available times</u>. We will contact you once class is formed at your preferred class time.

Interested course:	Which week?	All available times:

Literary Analysis (G6 – G11) 10-Day Workshop	Please indicate your interest and availability.		
Interested literature/text/book:	Preferred dates:	Available times:	

- Please indicate your preferred program(s) and class time(s).
- If you enroll in any of the below programs, we will email you a survey to be filled out to better understand your child's profile, your timeline and potential school list.

2-Week International School Entrance Prep (Select all that apply)	English Prep (1.5 hr/day)	☐ Interview Training (1 hr/day)
Preferred dates:	Available times:	Available times:

2-Week U.S. Boarding School Intensive (Select all that apply)	Essay Writing(2 hr/day)	□ Interview Training (1 hr/day)
Preferred dates:	Available times:	Available times:

1-Week U.S. College Application Intensive (Select all that apply)	Personal Statement (2 hr/day)
Preferred dates:	Available times:

Terms and Conditions

Enrollment

- Enrollment is continuous and on a first-come first-serve basis. Enrollment is confirmed only upon the receipt of completed and signed application form and the settlement of your full payment.
- A non-refundable registration fee of \$300 will be charged for all new enrollments.

<u>Tuition</u>

- You are required to let us know at time of payment if your child will be missing any of the classes. Tuition fees shall be pro-rated accordingly. Apart from situations stipulated under "Cancellation, Transfer and Refund" in our terms and conditions, we regret that no refunds will be granted for classes that have been paid for.
- Space in class is confirmed upon the settlement of full payment. If full payment is not received by first class, we reserve the right to discontinue student's participation until full payment has been received.
- A fee of \$150 will be charged for bounced checks. Post-dated checks will not be accepted.

Makeup Class

• No makeup classes will be offered for holiday courses, including summer, Christmas, CNY and Easter.

Cancellation, Transfer and Refund

- We reserve the right to cancel a class. Unless such class is cancelled due to weather conditions, a refund in full or on a pro-rata basis will be issued.
- We reserve the right to cancel an enrollment for any reason we see fit and issue full refund of the tuition for remaining classes.
- Classes paid in full are not transferable.
- For private classes, we have a 24-hour cancellation policy unless student is sick with the presentation of a doctor's note. Cancellations made less than specified notice period will be charged in full.

Public Holidays and Weather Conditions

- We are closed on public holidays.
- We do not hold classes when typhoon signal 8 or black rain signal is hoisted. In cases when such weather signals are lowered <u>two hours</u> before the scheduled start time of the class, students are expected to attend class as normal. We do not schedule makeup classes or issue refunds for classes cancelled due to bad weather conditions.

Rights

- All of The Open Classroom's materials are strictly limited for our current students and may not be reproduced, republished, distributed or otherwise exploited in any manner without our company's written consent.
- The Open Classroom's name and logo and all related trademarks, and other intellectual property are the property of The Open Classroom and cannot be used without our company's prior written consent.
- Soliciting our employees and staff for tutorial outside of The Open Classroom is strictly forbidden.
- The Open Classroom reserves the right to cancel and refund any class with less than three students.

Disclaimer

- The Open Classroom will not be held responsible for any personal injuries, accidents, losses and damages to the students and their belongings. You further agree to waive any and all claims you may have against, and release from all liability, and agree not to sue The Open Classroom and its officers, employees, agents, volunteers and representatives for any personal injury, accident, property damage or loss sustained as a result of your child's participation in any activities held within or outside our premise during class time, arising out of any cause whatsoever.
- By enrolling your child in our courses, you acknowledge that this course is suitable for your child, and you area not relying on any oral or written representation or statements made by The Open Classroom or its agents, employees, or authorized volunteers, to induce you to permit your child to participate.
- Unless notified in writing by the parent, we reserve the right to use the works, photos, sound recordings and videos of our students for The Open Classroom's curriculum, teaching and marketing material.
- The Open Classroom reserves the right of final decision.