SUMMIT CLASSROOM PROGRAM POLICIES AND PROCEDURES & REGISTRATION FORM

PAYMENT OF THE ENROLLMENT FEE AND/OR ATTENDANCE AT THE COURSE SHALL BE DEEMED TO BE ACCEPTANCE OF THESE POLICIES AND PROCEDURES.

Course Confirmations: The student is officially enrolled in the course as soon as we receive: (1) either a phone, online, or mail-in registration and (2) payment for the course.

Refund Policy: Students who register for the class but withdraw prior to the start of the first session will receive a full refund of the program price, minus a $75 processing fee. Students who withdraw after the first session but prior to the start of the second session will receive a refund of the program price, minus $100. Students who withdraw after the second session but prior to the start of the third session will receive a refund of the program price, minus $150. No refund will be granted once the third session begins. Please note that you must contact the Summit office directly to withdraw from the program. Refunds will be based on the date of the call and not on the number of sessions the student has actually attended.

Behavior Policy: All students enrolled in a Summit course must maintain appropriate behavior at all times. Students must adhere to all school rules and regulations, respect their classmates and teachers, and contribute to a positive learning environment. A student unable or unwilling to comply with our policies may be asked by the instructor to leave class and may ultimately face expulsion. Summit's disciplinary system proceeds as follows: first offense = a phone call home to discuss the issue with the student's parent/guardian, second offense = a letter home, third offense = expulsion from class. Summit will not provide refunds to students expelled for behavioral reasons.

Attendance/Make-Up Sessions: The schedule of classes has been pre-arranged with the host location. Students are required to attend each session. If a student must miss a practice test session, we will mail the test home for the student to complete. For more information on making up missed content, log in to our online portal following the missed class to read instructors' notes, or speak with the class instructor(s) directly. Summit will not offer makeup classes for missed lessons. The classroom book you will receive as part of your materials packet outlines the content to be covered in each session, as well as each session's homework assignment. You may always speak with the class instructor(s) for more information on making up missed content.

Class Cancellations: If classes are cancelled at the school, our classes will also be cancelled. School cancellations will be announced by the school. Summit will make every effort to notify parents and students of a class cancellation as soon as we have that information. Students and parents can call 617-581-6265 for up-to-date class cancellation information. The class will be made up at the next available opportunity.

Materials: Students are responsible for bringing supplies for personal use, such as pens, pencils, and calculators. Summit will provide all course materials. The materials are solely the property of Summit and may be used by the student only in conjunction with an authorized Summit program. Course materials will be distributed to students during the first instructional session of the class.

Evaluations: Access to our online course evaluation and score results surveys will be made available to you via email at the conclusion of your program. We appreciate all feedback.

Score Increase Commitment: We are extremely confident that you will not find a more effective SAT preparation program, and we are willing to put our results up against those of any of our competitors. Should a student not realize an increase* in his or her combined score following the completion of the Summit program, we extend the following offer: the student may retake the class for free the next time it is offered or may choose to have two free One-on-One Tutoring sessions with a Summit tutor. To qualify for our offer the student must attend every session and complete all assigned homework.

**Score Increase is calculated as follows:* Starting score must be from most recent official PSAT or SAT taken prior to our program. Finishing score must be from the first official SAT offered following the completion of our program.

✂ To register, please fill out all fields below, detach, and return with payment. ✂

REGISTRATION FORM • AVON MIDDLE-HIGH SCHOOL • SAT PREPARATION CLASS • SPRING 2011

BY RETURNING THIS FORM WITH PAYMENT, I AM ACCEPTING SUMMIT'S POLICIES AND PROCEDURES.

Student Name: _____ Student Email: _____

Parent Name: _____ Parent Email: _____

Address: _____
Street City State Zip

Home Phone: _____ Work Phone: _____ Year of Graduation: _____

Payment: ☐ Please bill my credit card for $595.00.
☐ Visa ☐ MasterCard ☐ Discover

☐ I have enclosed a check for $595.00, payable to Summit Educational Group.

Card Number: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Expiration Date: ☐☐/☐☐

If billing address is different from home address, please indicate billing address on reverse.

YOU CAN ALSO REGISTER BY CALLING 1-800-MYTUTOR (800-698-8867)
OR VISITING www.mytutor.com/AMH-May11.