

**Extended Orientation Program
Registration Form**

In addition to those forms required for the regular school year, please provide the following supplementary information and sign below to register for the Extended Orientation Program. To register, please print, complete, and submit this form via email to summer@macduffie.org by August 1st, 2017. Please attach a copy of the arrival plane ticket and (if applicable) a completed credit card authorization form. Registration is not complete until payments are received in full.

Additionally, all participants must submit all forms and paperwork required for the regular school year in order to take part in this program. These include but are not limited to Permission to Treat, Insurance Information, and Records of Immunization, and are due by August 1st, 2017 to the Admissions Office.

This registration form may also be completed online: summer.macduffie.org/ext-orientation/registration

General Information

Student's Full Name: _____

Preferred Name (goes by): _____ Date of Birth: _____

Intended Grade of Entry: _____ Gender: _____

Brief Description of English Language Experience: _____

Arrival Flight Information: All participants must arrive on Sunday, August 20th.

Bradley Int'l Airport (BDL) or Logan Int'l Airport (BOS)

Airline: _____ Flight #: _____

Airport of Origin: _____

*To report any changes, cancelations, or delays, contact extorientation@macduffie.org immediately if outside the U.S. or call 1-413-535-7831 from within the United States.

Arrival time: _____

Statement

I/we, _____, the parent/guardian(s) of _____, hereby enroll said child in the Extended Orientation Program and agree to pay The MacDuffie School 1600 USD for the provision of services as described in its advertising. I/we have read, understand, and accept the Terms and Conditions of this enrollment described on Page 2 of this document.

X _____
Signature of Parent/Guardian

Date

Payment Information

Please indicate your preferred method of payment.

Credit Card

Wire Transfer

Extended Orientation Program 2017 Terms and Conditions

- i. Services and responsibilities
 - a. Included in Program Fee
 - i. Coursework: ELL review (17 hours); Introduction to American culture (7 hours)
 - ii. Room and board
 1. Room provided
 2. All meals provided
 - a. Breakfast, lunch, dinner: Monday-Friday
 - b. Brunch, dinner: Saturday, Sunday
 - c. While away from campus dining facilities, participants may receive cash in varying amounts depending on the location to acquire food from local vendors. Participants may choose to augment with their own personal spending money or keep leftover funds from meal disbursements.
 - iii. Daily off-campus activities
 1. At least one off-campus trip or activity per day, Monday-Saturday
 - iv. Student health insurance
 1. Coverage provided for regular school year extends to this program.
 - v. Transportation
 1. Pick-up from Bradley International Airport in Hartford, CT, or Logan International Airport (BOS) in Boston, MA, on August 20th, 2017.
 2. Those who do not arrive through BDL or BOS on August 20th, 2017, must provide for their own transportation to campus.
 3. Ground transportation to/from all activities during the program.
 - vi. Summer programs t-shirt
 - ii. Permission and release
 - a. By agreeing to these terms and conditions, the parent/guardian(s):
 - i. Provide(s) consent for the participant's participation in all programming on- or off-campus, indoors and outdoors, including but not limited to land sports, water sports, camping, and other physically strenuous activities
 - ii. Provide(s) consent for the participant to ride in vehicles driven by program staff, volunteers, employees of The MacDuffie School, or in vehicles chartered by the school
 - iii. Authorize(s) The MacDuffie School's use of participant's non-confidential information and likeness or photograph in any program or school publication, advertisement, website, or other media without compensation or fee
 - iv. **Release(s) The MacDuffie School, including its owners, administration, faculty, staff, volunteers, participants, and advisory board members from all liability (other than gross negligence) for any injury to the person or property of the participant by reason of participation in such activities or riding in such vehicles.**
 - v. Agree(s) that the The MacDuffie School is not responsible for damage to or loss of personal belongings
 - b. Written notice must be given at least 24 hours in advance of any activity or event from which the parent/guardian wishes their child to be excluded.
 - iii. Payment and refund information
 - a. Program Fee: 1600 USD
 - b. Acceptable forms of payment: credit card and wire transfer
 - c. Program Fee must be received in full to complete registration and is due by August 15th, 2017.
 - d. Refund policy
 - i. No refund of Program Fee will be issued after the participant has come into the care of The MacDuffie School
 - ii. Neither a full nor partial refund will be issued for programming missed due to travel delays or sickness.
 - iii. All refunds are subject to administrative fees.