

# Enrollment Form

## Virtual Classes 2023/24



**Parent 1** (Main contact): \_\_\_\_\_  
 \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**E-Mail:** \_\_\_\_\_  
**Parent 2:** (Should this contact receive emails too?  Yes  No) \_\_\_\_\_  
 \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**E-Mail:** \_\_\_\_\_  
**Address** (for new families or if address has changed): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please email to [phillykinder@gmail.com](mailto:phillykinder@gmail.com)  
 or send to:  
 Anja Hilliard  
 Attn: PhillyKinder  
 24 E. Stratford Ave  
 Lansdowne, PA 19050

Classes are held exclusively in German. It is important to us that our students are able to enjoy their PhillyKinder experience. Is your student able to follow instructions in German?  
 Yes  No  Sometimes

First and last name	Birthdate (MM/YY)	Grade in 23/24	Class/prices (check <a href="#">website</a> for details)	Fees
_____			Zoom (60min) \$550	
Oldest child				
_____			Zoom (60min) \$495	
Second child (10% rebate)				
_____			Zoom (60min) \$495	
Third child (10% rebate)				
<b>Total</b>				
<b>PayPal payment transaction fee, add 2.5%</b>				
<b>Donation</b> (any amount is greatly appreciated, thank you!)				
<b>Total payment</b>				

Please make checks out to 'PhillyKinder', and send to PhillyKinder, 24 East Stratford Ave, Lansdowne, PA 19050.  
 If you pay via PayPal, please send your payment including the transaction fee to '[phillykinder@gmail.com](mailto:phillykinder@gmail.com)'.  
**If you are experiencing financial hardship, please contact us at [phillykinder@gmail.com](mailto:phillykinder@gmail.com).**

### Enrollment, Payment, and Cancellations

- The program fees can be paid either by check or via PayPal (a 2.5% transaction fee does apply to PayPal payments).
- Classes must be paid in full before the start of the program.
- If you pay for three or more students, the program fees can be paid in two installments. Please contact the PhillyKinder administration to arrange for a payment plan.
- In case of financial hardship please contact the PhillyKinder administration.
- Cancellations must be made via email to [phillykinder@gmail.com](mailto:phillykinder@gmail.com)
- If PhillyKinder has to cancel a program due to lack of enrollment, all paid fees will be reimbursed.

**Please read through the following guidelines so we can maintain a safe experience for all participants:**

1. We will send you a link to join the Zoom class meeting. You will NOT need to set up a Zoom account or input any information except for student's first name and last name.
2. The classes will be live and interactive. Please make sure your student is in a quiet place where a parent/caregiver can monitor the session.
3. During live sessions, participants and teachers may hear and see anything within the audio and camera viewing areas. Please make all household members aware of this. Turning the monitor/device camera toward a wall and wearing headphones can help with controlling the area. Teachers may mute participants for portions of the session, but for most of the class participants will be unmuted.
4. Please be aware that there may be online media that contain references, ads, or links to materials from third parties. PhillyKinder is not associated with those third parties.
5. Please review the PhillyKinder Online Class Participant Code of Conduct policy below and discuss responsible & appropriate behavioral expectations with your student. All participants must abide by the Participant Code of Conduct as outlined. Failure to follow these rules may result in denial of program participation privileges. We will also set virtual classroom expectations with the students so that all participants will have a safe and fun learning experience together! Thank you for your cooperation.

**PhillyKinder Online Class Participant Code of Conduct Policy**

- Be respectful to all participants and PhillyKinder staff. Refrain from using abusive or foul language.
- Follow directions from PhillyKinder staff.
- Sharing Zoom meeting links and passwords is strictly prohibited.
- Recording any PhillyKinder classes by participants or third parties is prohibited.
- Monitor any background activity in the participant's camera viewing field that may become visible to the teacher and other students.
- Participant user names should not be inappropriate, offensive, or vulgar in nature and must include clearly identifiable information about the registered participant, such as first and/or last name.
- We strongly discourage the use of background images, unless a special situation requires them. Background images cannot be inappropriate, offensive, or vulgar in nature and must not pose a distraction to others in class. Teachers reserve the right to disable a participant's video, if deemed necessary and may contact the parents about distracting use of the background feature of a student.
- Zoom Chat: Texts unrelated to the lesson are distracting to both the teacher and class, therefore use the Zoom chat feature only for texts relating to the lesson. Teachers reserve the right to disable all chat functionality.

**Photo Permission**

I give permission for photos of my child to be taken and used for in-class projects and limited program promotion, such as the PhillyKinder website or Facebook page, the German Society of Pennsylvania's newsletter and similar publications, etc., as long as no names are mentioned.

YES       NO

**PhillyKinder Online Class Waiver**

I do hereby release and hold harmless PhillyKinder, its officers, and employees from any claims. I am aware that my student will participate in the PhillyKinder online classes using the Zoom video conferencing service.

By enrolling my child/children in the PhillyKinder program, I acknowledge that I have read this document in its entirety, that I understand its contents, meaning, and effect, and that I have agreed to its terms completely and voluntarily. By enrolling my child/children in the PhillyKinder program, I also acknowledge that I accept the allocation of risks and responsibility as between PhillyKinder and myself set forth in this agreement. PhillyKinder is relying on my consent to the terms of this agreement in its operation generally and in allowing your child, in particular, to attend.

Signature \_\_\_\_\_ Date \_\_\_\_\_