

**SAN MARINO PT AFFILIATES SUMMER SCHOOL 2011  
REGISTRATION INFORMATION  
SAN MARINO HIGH SCHOOL – (GRADES 9 – 12)  
(626) 299-7048**

**Dates:** June 13 through July 22 - Six Weeks (HOLIDAY, JULY 4<sup>th</sup>)

**Location:** San Marino High School  
2701 Huntington Drive  
San Marino, CA 91108

**Schedule:** Period 1 – 8:00 AM - 10:05 AM  
Period 2 – 10:15 AM - 12:20 PM  
Period 3 – 1:00 PM – 3:05 PM

**Tuition:** 5 unit course.....\$395.00  
10 unit course..... \$520.00  
Two 5 unit courses.....\$520.00  
Three 5 unit courses, or one 10 unit course and one 5 unit course..\$900.00  
Lab fees vary per class; check the lab fee column on the course selection sheet.  
**Checks should be made payable to PTAffiliates. Checks will NOT be processed until after May 2<sup>nd</sup>.**

**Registration (Mail):** Complete and mail the downloaded registration form together with check or money order payable to **PTAffiliates** and mail to:  
**9 – 12 PTAffiliates Summer School**  
San Marino High School  
2701 Huntington Drive  
San Marino, CA 91108

**Mail-in registration must be postmarked by May 16, 2011. Those postmarked after May 16<sup>th</sup> will be processed as walk-in registration and will be subject to a \$15 registration fee.**

**Walk-in Registration:** There will be a \$15 walk-in registration fee from May 23<sup>st</sup> – June 10<sup>th</sup>. Registration will be accepted on a space-available basis in the San Marino High School Counseling Office at 2701 Huntington Drive, **AFTER 3:00 PM AND between the hours of 3:00PM – 4:30PM Monday through Friday.**

**CLASS LISTS WILL BE POSTED ON THE FIRST DAY OF SUMMER SCHOOL AROUND THE ADMINISTRATION BUILDING. YOU WILL BE NOTIFIED ONLY IF CLASSES ARE FULL OR HAVE BEEN CANCELLED. NO WRITTEN CONFIRMATION WILL BE SENT TO THE STUDENTS.**

**Late Registration:** On the first day of summer school, an additional \$25.00 late registration fee will be charged for each class where space is available for new registrants. Registration is done in person in the COUNSELING OFFICE. AFTER 3:00PM.

**Refunds:** Requests for refunds will be accepted up through MAY 2, 2011. Refund requests made after MAY 2, 2011 are subject to a \$100.00 cancellation fee. **No refunds will be issued after June 10<sup>th</sup>.**

**SAN MARINO PTAFFILIATES SUMMER SCHOOL 2011  
REGISTRATION INSTRUCTIONS**

Registration requests will not be processed unless applications are completely filled out and the correct payment amount is enclosed. All tuition and lab fees must be included. Registration forms will be held up for all classes until proper forms and payments are in. Please PRINT all information in the student information section and enclose the proper fees.

Make sure that each entry is accurate and legible.

**STUDENT INFORMATION**

- A. PRINT the student's LAST name first.
- B. San Marino High School students must enter their I.D. number
- C. Enter the street address, city and zip code
- D. Enter your home phone, counselor, and grade for **next year** (2011-2012 school year)
- E. Enter the father's and mother's or guardian's (please indicate if guardian) name and daytime phone number in case of emergency.
- F. Enter name and address of high school attending if other than SMHS.
- G. **Submit a request in writing if you would like your grades sent to your school. Indicate the name and address of the school and to whom the grades should be sent.**
- H. Sign the registration form.

**COURSE SELECTION:**

From the course selection sheet, enter the course title and time requested for the desired course(s). All classes are subject to possible cancellation due to lack of enrollment. Applications will be prioritized based on postmark and date of receipt. Please select an alternate course in case your first choice has been filled at the time your application is processed. **If your 1st choice class is not available, you will automatically be placed into your alternate choice. If you do not include an alternate choice, there will be a delay in processing your application.**

|                        |  |          |
|------------------------|--|----------|
| <b><u>PAYMENT:</u></b> | 5 unit course.....   | \$395.00 |
|                        | 10 unit course.....  | \$520.00 |
|                        | Two 5 unit courses.....  | \$520.00 |
|                        | Three 5 unit courses, or one 10 unit course and one 5 unit course..                                      | \$900.00 |
|                        | Lab fees vary per class; check the lab fee column on the course selection sheet.                         |          |
|                        | <b><u>MAKE CHECKS PAYABLE TO PTAffiliates. CHECK WILL NOT BE PROCESSED UNTIL MAY 2<sup>ND</sup>.</u></b> |          |

**MAILING THE FORM**

Mail the form together with your check made payable to PTAffiliates. **The student's name must appear on the check.** Be sure to include lab fees for classes that require them (as indicated on the course selection sheet). **MAIL-IN registration must be postmarked by May 16, 2011. No WALK-IN registrations will be accepted until May 23<sup>RD</sup>.**

**ATTENDANCE**

A student may miss only **three** days of class regardless of the reason, and on the 4<sup>th</sup> absence, students automatically will be dropped from the class.

**REFUNDS** Due to staffing concerns, refund requests made after MAY 2<sup>ND</sup>. are subject to a \$100.00 cancellation fee. No refunds will be issued after June 10<sup>th</sup>. **Refunds will not be mailed to you until the 2<sup>nd</sup> week of July.**