

SCHOOL FOR HORTICULTURE AND LANDSCAPE DESIGN
 New York Botanical Garden
 2900 Southern Boulevard
 Bronx, NY 10458
 718.817.8720

Horticulture Program
Track 4: Sustainable Garden Design

To enroll in the Horticulture Track 4 program, please complete the following form. All forms can be directly emailed to Nadeen Thomas at nthomas@nybg.org, or dropped off in person at the Registration Office located in NYBG's Watson Education Building, Room 306. If you have any questions, please call the Registration office at (718) 817-8720.

Student Name: _____

Address: _____

Email Address: _____ Phone Number: _____

Date of Birth: _____ Last Four Digits of Social Security: XXX-XX-_____

The above listed school and student enter into agreement under which the student will pay tuition and fees as indicated below as well as attest to receiving a copy of the school's rules and regulations as set forth in the school catalog. The school will instruct the student in the curriculum listed below in accordance with Education Law and Commissioner's Regulations.

Program	Horticulture Track 4: Sustainable Garden Design
Hours	202 hours
Tuition	\$5,493
Non-Refundable Registration Fee	\$100
Total	\$5,593
Refund Policy	Quarter Refund Policy (see below for more information)

School Hours of Operation: Monday - Thursday 10am-9:15pm
 Friday - Sunday 10am-5pm

Registration Office Hours of Operation: Monday - Friday 9am-5pm

Schedule

Students will enroll in at least one section of each class per quarter in a sequence similar to the one outlined below.

Qtr	Course Title	Session ID	Schedule	Select Session To Enroll	Total Course Hours*	Price
1	Introduction to Plant Science	224HRT300BO	8 Sat 4/30–6/25 (no class 5/28), 10:30 am – 12:30 pm		16	\$435
		231HRT300FO	8 Sat 8/6–10/1 (no class 9/3), 10:30 am – 12:30 pm			
1	Soil Science I	223HRT301E	7 Wed 3/23–5/4, 10:30 am–1:30 pm		18	\$495
		231HRT301D	7 Wed 9/21–11/9 (no class 10/5), 10:30 am–1:30 pm			
1	Late Season Perennials & Grasses	231HRT338A	6 Tue 9/13–10/25 (no class 9/27), 4–6 pm		12	\$325
		231HRT338BBL	3 Sat 9/10–10/15 (no class 9/17, 9/24, 10/8), 9:30 am–12:30 pm & 3 Wed 9/14–10/5 (no class 9/21), 6–7:30 pm			
1	Landscape Design History	231LAN301BO	9 Mon 9/12–11/21 (no class 9/26 & 10/10), 6–9 pm		24	\$655
		231LAN301CO	8 Fri 9/23–11/18 (no class 11/11), 10:30 am–1:30 pm			
1	Plants for Landscaping	224HRT358CBL	6 Sun 6/5–7/24 (no class 6/19 & 7/3), 10 am (end times vary)		16	\$435
		231HRT358D	6 Sat 9/17–10/29 (no class 10/8), 10 am – 12:40 pm			
2	Landscape Plants: Broadleaved Evergreens**	223HRT332			9	\$239
2	Graphics 1	231LAN311BO	8 Tue 9/13–11/15 (no class 9/27 & 10/4), 6–9 pm		24	\$655
		231LAN311C	8 Fri 9/16–11/4, 10 am–1 pm			
2	Plant Communities	224HRT353ABL	2 Tuesdays, 5/17 & 5/24, 6-7:30 pm & 1		6	\$185

			Sat 5/21, 9:30 am-12:30 pm			
		231HRT353BBL	2 Wed 9/14 & 9/21, 6-7:30 pm & 1 Sat 9/17, 10 am-1 pm			
3	Annual and Perennial Garden Maintenance**	HRT344			8	\$215
3	Landscape Plants: Bulbs**	HRT342			12	\$325
4	Landscape Plants: Spring Trees and Shrubs	224HRT334ABL	6 Fri 4/8 – 5/20 (no class 4/29), 10:30 am – 12:30 pm		12*	\$325
4	Landscape Plants: Spring Perennials	224HRT336BBL	4 Tue 5/3 -5/24, 10 am – 12:15 pm		9	\$239
5	Landscape Plants: Annuals	224HRT341ABL	4 Fri 6/24–7/15, 9–11 am		8	\$215
		231HRT341BBL	4 Sat 7/9–7/30, 9–11 am			
5	Sustainable Garden Care	224HRT395AO	4 Mon 4/25–5/16, 6–8 pm		8	\$215
		231HRT395BO	4 Mon 9/12–10/17 (no class 9/26 & 10/10), 6–8 pm			
6	Sustainable Garden Design**	HRT551			20	\$535

*Course hours don't include exam hours

**Course offered in the Winter-Fall Catalog

Start Date _____

Expected Graduation Date _____

Method of Payment

Payment is on a class-by-class basis and is due at the time of registration for each individual class, until the balance for the full tuition is paid.

Payment for the specific sessions listed above has been made using:

___ ACCES-VR Voucher

___ Veterans Benefits

___ Cash

___ Personal Check

___ Credit Card

Refund Policy

A. A student who cancels within 7 days of signing the enrollment agreement receives all monies returned with the exception of the non-refundable registration fee.

B. Thereafter, a student will be liable for all of the following:

1. the non-refundable registration fee
2. the cost of any textbook or supplies accepted
 - Textbook cost for entire Horticulture Track 4 program = \$500
 - Supply cost for entire Horticulture Track 4 program = \$200
3. tuition liability as of the student's last date of physical attendance

Because students pay tuition on a class-by-class basis, tuition liability is based on the cost of each individual class. Total tuition liability is limited to the courses the student is enrolled in when the student withdrew or was terminated and any previous quarters completed.

The charts below indicate how much a refund would be in the event that a student had to withdraw or cancel their enrollment of particular courses during the program.

First Quarter

	Prior to or during the first week	During the second week	During the third week	During the fourth week	After the fourth week
Intro to Plant Science	\$435	\$326.25	\$217.50	\$108.75	\$0

Subsequent Quarters

	During the first week	During the second week	During the third week	After the third week
Soil Science I	\$371.25	\$247.50	\$123.75	\$0
Late Season Perennials & Grasses	\$243.75	\$162.50	\$81.25	\$0
Landscape Design History	\$491.25	\$327.50	\$163.75	\$0
Plants for Landscaping	\$326.25	\$217.50	\$108.75	\$0
Broadleaved Evergreens	\$179.25	\$119.50	\$59.75	\$0
Graphics 1	\$491.25	\$327.50	\$163.75	\$0
Plant Communities	\$138.75	\$92.50	\$46.25	\$0
Annual and Perennial Garden Maintenance	\$161.25	\$107.50	\$53.75	\$0
Bulbs	\$221.25	\$147.50	\$73.75	\$0
Spring Trees and Shrubs	\$243.75	\$162.50	\$81.25	\$0
Spring Perennials	\$179.25	\$119.50	\$59.75	\$0
Annuals	\$161.25	\$107.50	\$53.75	\$0
Sustainable Garden Care	\$161.25	\$107.50	\$53.75	\$0
Sustainable Garden Design	\$401.25	\$267.50	\$133.75	\$0

To withdraw from a class and request a refund, please contact the Manager of Adult Education at nthomas@nybg.org or 212.302.2054. The failure of a student to immediately notify the Manager in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to Section 5002(3) of the Education Law.

Although placement assistance is available, the school cannot guarantee a job to any student or graduate.

By my signature, I agree to the conditions of this agreement. I also verify that I have read and received a copy of the agreement and the school catalog.

Student Signature _____ Date _____

The agent who enrolled me was:

Name _____ Cert # _____

Agent Signature _____ Date _____

I have received a copy of the Student Disclosure Material.

Student Signature _____ Date _____

Authorized Agent Signature _____ Date _____

Director of Adult Education Signature _____ Date _____