

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

**Horticulture Program**  
**Track 1: Plant Production**

To enroll in the Horticulture Track 1: Plant Production program, please complete the following form and upload along with high school or college transcript or equivalency to this secure link:

**<https://nybg.sharefile.com/r-rf61b9251fe054856b21776c12c2c5a64>.**

Continuing Education staff will be available to advise each term prior to registration, for more information or questions please contact [continuinged@nybg.org](mailto:continuinged@nybg.org). The most up to date course offerings can be found here: [Horticulture courses - Continuing Education at the New York Botanical Garden \(enrole.com\)](#)

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Last four digits of SS# \_\_\_\_\_

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 SHLD catalog. The school will instruct the student in the curriculum listed below in accordance with Education Law and Commissioner's Regulations.

Program	Horticulture Track 1: Plant Production
Hours	163 hours
Tuition	\$4,670
Non-Refundable Registration Fee	\$100
Total	\$4,770
Refund Policy	Session Refund Policy (see below for more information)

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

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

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	241HRT300G O	8 Wed 9/6 – 10/25, 6 – 8 pm		16	\$470
		242HRT300A O	8 Sat 10/14–12/16 (no class 11/11 & 11/25), 1 – 3 pm			
		243HRT300B O	8 Tue 1/16 – 3/5, 6 – 8 pm			
		243HRT300C O	8 Tue 2/6 – 3/26, 10 am – 12 pm			
1	Soil Science I: Physical Properties	241HRT301C	7 Wed 9/20 - 11/1, 11 am – 2 pm		18	\$560
		242HRT301A O	9 Mon 10/16 - 12/18 (no class 11/20), 6:30 – 8:30pm			
		243HRT301B O	9 Sat 2/24 - 5/11 (no class 3/16, 3/30 & 4/27, 10:30 am – 12:30 pm			
1	Disease Identification and Management	242HRT481	6 Thu 10/26–12/7 (no class 11/23), 10:30 am – 1:30 pm		18	\$550
1	Plant Propagation I: Basic Principles	241HRT411C	7 Tue 9/26–11/21 (no class 10/31 & 11/7), 5:30 –8:30 pm		18	\$525
		241HRT411B	6 Thu 10/5-11/9, 10 am – 1:30 pm			
		243HRT411A	7 Mon 2/26-4/15 (no class 4/1), 5:30 – 8:30 pm			
		243HRT411B	8 Sat 3/2–4/20, 10 am–1 pm			
2	Nursery and Greenhouse Management	232HRT491S	8 Tues 10/11- 11/29, 5- 7:30pm**		24	\$605
3	Horticultural Techniques: Greenhouse Practices	242HRT312A	6 Wed 10/11– 11/15, 2 –5 pm		15	\$415
		243HRT312B	6 Wed 1/10–2/14, 2 –5 pm			

3	Soil Science II: Chemistry and Nutrition	242HRT302O	7 Mon   11/17 – 12/18, 11 am – 2pm		18	\$470
3	Plant Propagation II: Applications	243HRT412	4 Tue   1/23–2/13, 5 –8 pm		18	\$570
4	Insect Pests of Landscape Plants	234HRT381B	6 Sat   6/3-7/15, 2:30 –5:30 pm		18	\$505

\*Course hours don't include exam hours

\*\*Recent meeting pattern

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.

### 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 estimated cost for entire Horticulture Track 1 program = \$700
  - Supply estimated cost for entire Horticulture Track 1 program = \$300
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 in particular courses during the program.

#### First Quarter

	Before the First Session	After Session 1	After Session 2	After Session 3	After Session 4
<b>Intro to Plant Science</b>	\$470	\$352.50	\$235.00	\$117.50	\$0

## Subsequent Quarters

<b>Course Duration</b>	<b>Before the First Session</b>	<b>After Session 1</b>	<b>After Session 2</b>	<b>After Session 3</b>	<b>After Session 4</b>
<b>Four Sessions or Longer</b>	100%	75%	50%	25%	0%
<b>Three Sessions</b>	100%	50%	25%	0%	n.a.
<b>Two Sessions</b>	100%	25%	0%	n.a.	n.a.
<b>Single Session</b>	100%	0%	n.a.	n.a.	n.a.

To withdraw from a class and request a refund, please contact the Director at [continuinged@nybg.org](mailto:continuinged@nybg.org). The failure of a student to immediately notify the Director 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.

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Student Signature

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Date

The agent who enrolled me was:

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Name

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Cert #

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Agent Signature

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Date

I have received a copy of the Student Disclosure Material.

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Student Signature

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Date

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Authorized Agent Signature

Date