

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

**Landscape Design Hybrid Program**

To enroll in the Landscape Design Hybrid 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-rf78de5fb0f0b43e8945c3017fe5c292c>

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: [Landscape Design courses - Continuing Education at the New York Botanical Garden \(enrole.com\)](#)

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

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

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

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

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

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	Landscape Design Hybrid
Hours	343 hours
Tuition	\$10,201
Textbooks	\$800
Supplies	\$700
Non-Refundable Registration Fee	\$100
Total	\$11,801
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

## 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	Landscape Design History	261LAN301BO	8 Mon  9/15-11/10, (no class 10/13), 10:30 am–1:30 pm		24	\$690
		262LAN301AO	10 Sun  0/5-12/7   10 am-1 pm			
		262LAN301BO	9 Mon   10/20-12/15   6-9 pm			
		263LAN301CO	9 Tues   1/6-3/3   6-9 pm			
		263LAN301DO	8 Fri   1/30-3/20   10:30 am-1:30 pm			
		263LAN301EO	10 Mon   3/2-5/4   6-9 pm			
1	Graphics I	261LAN311EO	9 Sat   9/6 - 11/1   10 am–1 pm		24	\$725
		262LAN311ABL	9 Sat   10/18-12/13   1:30-4:30 pm			
		263LAN311B	8 Thurs   1/15-3/5   5-8 pm			
		263LAN311CBL	9 Sat   3/7-5/2   10 am-1 pm			
1	Plants for Landscaping	261HRT358C	8 Sat  9/13-10/25, (no class 10/11), 10 am–12:40 pm		16	\$494
		262HRT358A	6 Thurs   10/16-11/20   10 am-12:40 pm			
1	Landscape Plants: Fall Trees and Shrubs	261HRT331A	5 Sat   9/6–10/4, 11 am–2 pm		12	\$362
		262HRT331BBL	2 Sun   10/5 & 10/19 & 2 Weds   10/8 & 10/22   6-8 pm			
		262HRT331C	5 Thurs   10/9-11/6   10 am-1 pm			

		262HRT331D	6 Sun   10/19-11/23   1-4 pm			
1	Landscape Design I: Site Analysis and Schematic Design	262LAN401ABL	8 Sat 10/4, 10/18, 10/25, 11/1, 6 – 9 pm (Onsite) 11/8 - 12/3, (no class 11/29) 6 – 9 pm (Online)		24	\$704
		263LAN401B	8 Mon   2/2-3/30   10 am-1 pm			
2	Graphics II: DynaSCAPE	261LAN427	8 Thu   9/11–11/6, 5–8 pm		24	\$725
		262LAN427A	9 Weds   10/22-12/17   5-8 pm			
		263LAN427B	8 Tues   3/3-4/21   10:30 am-1:30 pm			
2	Site Materials and Details	261LAN422O	8 Wed 5 8/13–10/8 (no class 9/3), 6 – 9 pm		24	\$704
		263LAN422BL	8 Sat   1/24-3/21   10 am-1 pm			
2	Landscape Design II: Design Development	261LAN402B	8 Tue   9/2–10/28 (no class 9/23), 6–9 pm		24	\$704
		263LAN402	8 Tues   1/6-2/24   6-9 pm			
3	Grading & Drainage	263LAN428A	10 Fri   1/28–4/8, 11 am–2 pm (no class 4/1)		30	\$877
		263LAN428B	11 Fri   2/20-5/1   11 am–2 pm			
3	Graphics III: Photoshop	262LAN437ABL	10 Mon   10/20-12/22   10 am – 12:30 pm		24	\$725
		263LAN437BBL	8 Tues   1/13-3/3   10 am-1 pm			
3	Estimating	263LAN380A	4 Weds   1/7-28   10 am-12:15 pm		9*	\$263
		263LAN380B	3 Mon   3/2-16   5-8 pm			
4	Landscape Plants: Spring Trees and Shrubs	254HRT334E	3 Sun   4/27 - 5/18, 9 am – 1 pm (Online)**		12*	\$345
4	Landscape Measurement	261LAN340B	2 Fri, 2 Sat 9/12–9/20, 10 am–1 pm		12	\$357

4	Landscape Design III: Planting Design	263LAN403ABL	8 Wed   1/7-2/25   6–9 pm		24	\$704
		263LAN403BBL	8 Weds   3/11-5/6   6-9 pm			
5	Business Practices for the Landscape Professional	261LAN457BO	6 Weds   9/17–10/22, 10 am–12 pm		12	\$357
		263LAN457O	6 Thurs   1/8-2/12   9-11 am			
5	Landscape Design IV: Design and Construction	263LAN520	11 Mon   1/5–3/30, 6–9 pm		33	\$1,003
5	Portfolio and Presentation Skills	262LAN555O	7 Fri   10/24-12/12, 3– 5:10 pm		15	\$462

\*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 textbooks and supplies
- 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 has 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
Landscape Design History	\$690	\$517.50	\$345.00	\$172.50	\$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 [ContinuingEd@nybg.org](mailto:ContinuingEd@nybg.org). The failure of a student to immediately notify the Continuing Education department in writing of their 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 providing my signature, I agree to the conditions of this agreement. I also verify that I have read and received a copy of the agreement, school catalog, and the student disclosure material.

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Student Signature

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Date

The agent who enrolled me was:

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Agent Name (Print Name)

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Certificate #

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Agent Signature

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Date