

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: [New York Botanical Garden Secure File Share](#)

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                            | \$10,526                                               |
| Textbooks                          | \$800                                                  |
| Supplies                           | \$700                                                  |
| Non-Refundable<br>Registration Fee | \$100                                                  |
| Total                              | \$12,126                                               |
| 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                  | 271LAN301BO  | 9 Mon   9/28-11/30, 10am-1pm                                     |                          | 24                  | \$710 |
|     |                                           | 272LAN301AO  | 9 Mon   10/19-12/14, 6-9pm                                       |                          |                     |       |
|     |                                           | 273LAN301BO  | 9 Tues   1/5-3/2, 6-9pm                                          |                          |                     |       |
|     |                                           | 273LAN301CO  | 9 Sun   2/21-4/25, 11am-2pm                                      |                          |                     |       |
|     |                                           | 273LAN301DO  | 8 Mon   3/15-5/10 (no class 3/29), 6-9pm                         |                          |                     |       |
| 1   | Graphics I                                | 271LAN311CBL | 8 Wed   9/16-11/4, 6-9 pm (ONSITE: 9/23, 10/14, 10/24, 11/4)     |                          | 24                  | \$746 |
|     |                                           | 272LAN311A   | 8 Sat   10/17-12/12 (no class 11/28), 10am-1 pm                  |                          |                     |       |
|     |                                           | 273LAN311BBL | 8 Thu   1/14-3/4, 6-9 pm (ONSITE: 1/21, 2/4, 2/18, 3/4)          |                          |                     |       |
|     |                                           | 273LAN311CBL | 8 Sat   3/6-5/1, 10am -1 pm (ONSITE: 3/13, 4/3, 4/17, 5/1)       |                          |                     |       |
| 4   | Landscape Measurement                     | 271LAN340B   | 2 Fri, 2 Sat   9/18–9/26, 10 am–1 pm                             |                          | 12                  | \$367 |
| 1   | Landscape Plants: Fall Trees and Shrubs   | 271HRT331A   | 5 Tue   9/17–10/15, 2–5 pm                                       |                          | 12                  | \$372 |
|     |                                           | 272HRT331ABL | 2 Sun   10/18 & 10/25, 9 am – 1 pm<br>4 Wed   10/7-10/28, 6-8 pm |                          |                     |       |
|     |                                           | 272HRT331B   | 5 Tue   10/13-11/17 (no class 11/3)   10 am-1 pm                 |                          |                     |       |
|     |                                           | 272HRT331C   | 5 Sun   10/18-11/15   2-5 pm                                     |                          |                     |       |
| 1   | Landscape Plants: Spring Trees and Shrubs | 264HRT334D   | 5 Tue   4/21 - 5/19, 5 – 8 pm**                                  |                          | 12*                 | \$355 |
| 1   | Plants for Landscaping                    | 271HRT358E   | 6 Wed   9/16 - 10/21, 2 – 4:40pm                                 |                          | 16                  | \$508 |

|   |                                                        |              |                                                                                        |  |    |         |
|---|--------------------------------------------------------|--------------|----------------------------------------------------------------------------------------|--|----|---------|
|   |                                                        | 272HRT358A   | 6 Sat 10/17 - 11/21,<br>10am – 12:40pm                                                 |  |    |         |
| 2 | Landscape Design I: Site Analysis and Schematic Design | 263LAN401B   | 9 Mon 2/2 - 3/30,<br>10am – 1 pm**                                                     |  | 24 | \$725   |
| 2 | Graphics II: DynaSCAPE                                 | 271LAN427    | 8 Thu 9/10–10/29, 5–8 pm                                                               |  | 24 | \$746   |
|   |                                                        | 272LAN427A   | 8 Mon 10/19–12/7,<br>5 –8 pm                                                           |  |    |         |
|   |                                                        | 273LAN427B   | 8 Tue 3/2–4/20,<br>10:30 am – 1:30 pm                                                  |  |    |         |
| 2 | Site Materials and Details                             | 273LAN422BL  | 8 Sun  1/24– 3/21<br>(no class 2/14,<br>onsite: 1/31, 2/21,<br>3/7, 3/21), 10am – 1 pm |  | 24 | \$704   |
| 2 | Landscape Design II: Design Development                | 271LAN402B   | 8 Tue 9/8–10/27,<br>6–9 pm                                                             |  | 24 | \$725   |
| 3 | Grading & Drainage                                     | 273LAN428A   | 10 Wed 1/27–4/7,<br>9:30 am–12:30 pm<br>(no class 3/24)                                |  | 30 | \$1,003 |
|   |                                                        | 273LAN428B   | 10 Thu 3/1–5/20,<br>6:15–9:15 pm (no<br>class 3/25)                                    |  |    |         |
| 3 | Graphics III: Photoshop                                | 263LAN437BBL | 8 Tue 1/13–3/10, 10<br>am – 1 pm<br>Tue 1/13, 3/10<br>(Onsite)**                       |  | 24 | \$725   |
| 3 | Estimating                                             | 273LAN380A   | 4 Wed 1/6–1/27, 10<br>am–12:15 pm                                                      |  | 9  | \$270   |
|   |                                                        | 273LAN380B   | 3 Tue 3/16–3/30, 5 –<br>8 pm                                                           |  |    |         |
| 4 | Landscape Design III: Planting Design                  | 273LAN403    | 8 Thu  3/11 – 4/29,<br>6 – 9 pm                                                        |  | 24 | \$725   |
| 5 | Business Practices for the Landscape Professional      | 273LAN457O   | 6 Thu 1/7 – 2/11, 6<br>– 8 pm                                                          |  | 12 | \$367   |
| 5 | Landscape Design IV: Design and Construction           | 273LAN520    | 11 Mon 1/4–4/5 (no<br>class 1/18, 2/15,<br>3/29), 6–9 pm                               |  | 33 | \$1,003 |
| 5 | Portfolio and Presentation Skills                      | 264LAN5550   | 7 Wed  4/15 – 5/27,<br>11 am – 1:30 pm**                                               |  | 15 | \$475   |

\*Course hours don't include exam hours

\*\*Recent meeting pattern

Start Date

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Expected Graduation Date

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### 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.

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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

|                          | <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> |
|--------------------------|---------------------------------|------------------------|------------------------|------------------------|------------------------|
| Landscape Design History | \$710                           | \$532.50               | \$355.00               | \$177.50               | \$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) or (718) 817-8720. 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, school catalog, and the student disclosure material.

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Student Signature

Date

The agent who enrolled me was:

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Agent Name (Print Name)

Certificate #

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Agent Signature

Date