



BERKSHIRE SCHOOL ACT PREP CLASS

TEST DATE: APRIL 4, 2020

Summit Educational Group is pleased to partner with Berkshire School to offer our ACT Preparation Class beginning January 19, 2020.

Test preparation is an essential part of the college admissions process. By enrolling in Summit's ACT Preparation Class, your student is taking the first step down the road to achieving success in the competitive world of higher education.

Our course has been specifically designed to give students all the academic skills and strategies they will need on test day. After the practice test students will receive a detailed **Score Report** to track progress.

SCHEDULE

Session	Date	Time
Practice Test	Sunday, January 19	2pm - 6pm
Instructional Session	Sunday, January 26	2pm - 4pm
Instructional Session	Sunday, February 2	2pm - 4pm
Instructional Session	Sunday, February 16	2pm - 4pm
Instructional Session	Sunday, February 23	2pm - 4pm
Instructional Session	Sunday, March 29	2pm - 4pm

\$475

Financial aid is available. If your student is eligible for financial aid, please use coupon code BERKSHIRE-FA when registering online. See reverse or visit the registration link for details.

TO REGISTER: mytutor.com/product/bs-apr20-act

Space is limited, so sign up today! Class size is limited to 16 students and requires a minimum of 8. **Registration is open through January 13;** after this date, we cannot guarantee a spot in class.

About Summit Educational Group

For more than 30 years, Summit Educational Group has been preparing students to maximize their scores on standardized tests. Summit's customized one-on-one, in-home and online tutoring services and classroom programs help students prepare for the SAT, ACT, PSAT, SAT Subject Tests, SSAT, ISEE, AP exams, and academic subjects. Our proven approach centers on both skill-building and test-taking strategies to help students reach their full potential. For more information, please visit mytutor.com.

(800) 698-8867 / MYTUTOR.COM

SUMMIT CLASSROOM PROGRAM POLICIES AND PROCEDURES

Cancellation Policy: If you need to cancel your registration, please call us immediately. Cancellations prior to the start of the first session will receive a full refund of the program fee. Cancellations after the first session and prior to the start of the second session will receive a refund less a \$100 cancellation fee. Cancellations after the second session and prior to the start of the third session will receive a refund less a \$150 cancellation fee. No refunds will be granted once the third session begins. Please note that you must contact the Summit office directly to notify us that you wish to cancel your program. The cancellation refund will be applied based on the date of the call and not on the number of sessions the student has actually attended.

Behavior Policy: All students enrolled in a Summit course must maintain appropriate behavior at all times. Students must adhere to all school rules and regulations, respect their classmates and teachers, and contribute to a positive learning environment. Summit will not provide refunds to students expelled for behavioral reasons.

Extended Time: Students who have received approved extended time on the test from the College Board should contact the Summit Office to discuss the possibility of alternate accommodations. Please call us at 1-800-698-8867.

Attendance/Make-Up Sessions: The schedule of classes has been pre-arranged with the host location. Students are required to attend each session. If a student must miss a practice test session, we will mail the test home for the student to complete. For more information on making up missed content, log in to our online portal following the missed class to read instructors' notes, or speak with the class instructor(s) directly. Summit will not offer makeup classes for missed lessons.

Weather/School Cancellations: If classes are cancelled at the school, our classes will also be cancelled. School cancellations will be announced by the school. Summit will email parents and students of a class cancellation as soon as we have that information. The class will be made up at the next available opportunity.

Materials: Students are responsible for bringing supplies for personal use, such as pencils and calculators. Summit will provide all other course materials. Course materials will be distributed to students during the first instructional session of the class.

FINANCIAL AID TERMS AND CONDITIONS

Students who receive need-based financial assistance from their school are eligible to receive similar aid for the Summit course. Summit matches the percentage of need-based financial aid offered by the school and applies it to the total cost of the course, however, all students are subject to a \$250 non-refundable course fee.

Please note that only the student's financial aid from the school, and no other sources, will be considered when calculating matching aid. Upon registration, students are required to pay the non-refundable course fee. Once we receive confirmation of financial assistance from your school, we will calculate a final course fee and bill you for any balance due.

Example calculations:

- Student A receives financial aid and registers for a \$700 course using the financial aid coupon code during checkout, which prompts a payment of a \$250 non-refundable course fee. Summit then contacts the school to verify the percentage of need-based financial aid that is awarded towards tuition. The school discloses that the student receives 30% aid, so the student's final cost of the Summit course is 70% of the \$700, or \$490. Student A has already paid the \$250 non-refundable course fee so the additional balance due is \$240 ($\$490 - \$250 = \240 due).
- Student B receives a different level of financial aid from the school. During registration for the \$700 course, the student uses the financial aid coupon code during checkout, which prompts a payment of a \$250 non-refundable course fee. Summit then contacts Student B's school to verify the percentage of need-based financial aid that's awarded towards tuition. The school informs Summit that Student B receives 100% aid from the school, so the cost of the course for the student is the \$250 non-refundable course fee that has already been paid upon registration.

Financial aid processing can take several weeks. Please call us at 1-800-698-8867 with any questions.